



Sarasota County
**DEMOCRATIC
PARTY**

2021-2022 PRECINCT CAPTAIN MANUAL

Dear Precinct Leader,

We are thrilled that you have taken on an essential leadership role with the **Sarasota County Democratic Party**. With your help, we will continue our efforts to elect strong Democrats at the local, state, and national levels.

Precinct Committeemen/women (PCs), Precinct Associates, and Precinct Teams are at the very heart of our strategy for winning elections: ***Elections are won or lost at the precinct level.***

This manual gives you the tools to carry out your precinct duties. We stand ready to provide you with any help you need. Your Area Leader, who coordinates several precincts, will support you in your work and help access information and resources. The party conducts numerous trainings that build skills needed to organize your precinct, including how to use our computer database system, VoteBuilder / VAN. Through your regular attendance at our monthly DEC Meetings (2nd Wednesdays at 7:00) you'll stay up to date on crucial information, goals and strategies, as well as casting your votes on matters of Party business and policy.

Being a precinct leader is gratifying as well as challenging. You will meet many amazing people in your community and in the Democratic Party. Thank you for working with us to achieve a better Sarasota County, a better Florida, and a better America.

Welcome to the team!

JoAnne

JoAnne DeVries, Chair
Sarasota County Democratic Party

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(Revised 09-27-2021 LSM)

Our Vision for Sarasota:

I Vote Democratic

- Because Sarasota County Democrats believe in **a smart, sensible role for county government, and that governmental action should be focused on bringing better jobs, higher wages and affordable housing choices to the county.** All three components—jobs, wages and housing—are essential for a strong economy that will improve people’s lives.
- Because Sarasota County Democrats believe in **responsible growth in Sarasota County—a growing population and growing economy benefit us all.**
- Because Sarasota County Democrats believe **new development must protect Sarasota County’s quality of life by preserving sensitive environmental land and wildlife corridors. Our future and that of future generations depends upon environmental sustainability.**
- Because Sarasota County Democrats believe **affordable, high quality health care is a vital part of the American promise and should be available to all individuals.**
- Because Sarasota County Democrats believe in **education excellence in which all children from early childhood through college have access to a world-class public education,** regardless of their disabilities, exceptionalities, or their parent’s economic standing. In addition, **technical education and worker retraining for adults must be offered to ensure everyone has a chance to succeed** in the modern economy.

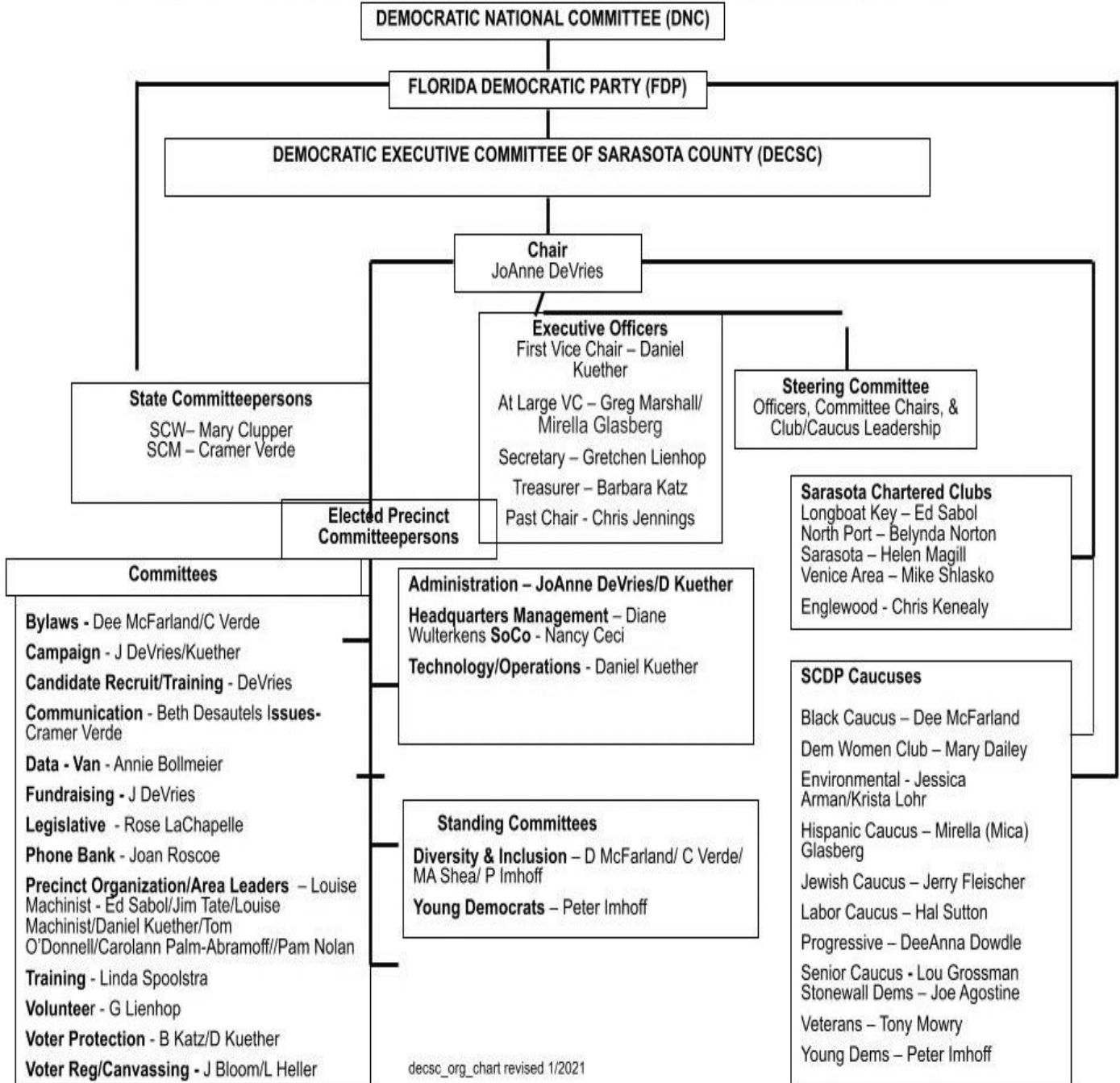
Sarasota County Democrats have Your Values. Your Vision. Your Voice.

Acronyms & Terms

“Also known as”	AKA or aka
Democratic	D or Dem
Democratic National Committee (national Dem Party)	DNC
Florida Democratic Party	FDP
Sarasota County Democratic Party	SCDP
Supervisor of Elections	SOE
Precinct Captain	PC
Aka Precinct Committeeman/woman	PC
Democratic Executive Committee-- SCDP governing body: PCs, officers, Club/Caucus leaders and D elected officials	DEC
Headquarters: Coral Cove Mall, 7358 S. Tamiami, SRQ 34231 South County Office: 122497 Tamiami Tr S, North Port, FL 34287	HQ SOCO
Republican	R
No Party Affiliation Voter	NPA
Newly Registered Voter	NRV
Early Voting	EV
Vote By Mail	VBM (replaces Absentee Ballot)
Dropped Vote By Mail	DVBM (VBM sign-up has expired)
Field Organizer	FO—Paid organizer for FDP
Get Out the Vote	GOTV
Meet & Greet	M & G
Neighbor to Neighbor Voter Outreach	N2N

Virtual Phone bank	VPB
Door knocking & talking to voters	Canvassing
Leave campaign materials at doors	Lit (Literature) Drop
Voter Registration	Voter Reg
Bulk e-mail marketing platform	MailChimp
Mobilize: https://www.mobilize.us/sarasotacountydec/	Volunteer Sign Up
Rules governing the Party	Bylaws
Chartered voter affinity groups (10)	Democratic Caucus
Party-affiliated outreach group--in 5 locations in the county	Club
E-mailed monthly information for PCs & Teams from SCDP	"Tips & Tools"
Insider (http://insider.sarasotadems.org/)	Online SCDP Shared Document Storage Depository

ORGANIZATION OF DEMOCRATIC PARTY OF SARASOTA COUNTY - 2021



Resource List for Precinct Captains

Sarasota County Democratic Party Phone: 941.330.9400

E-mail: Headquarters@sarasotadems.org

Website: www.sarasotadems.org and Facebook page

Public Facebook: <https://www.facebook.com/sarasotadems>

SCDP Headquarters (HQ)

Coral Cove Mall, 7358 S. Tamiami Trail, Sarasota, FL 34231

Office Manager: Diane Wulterkens dlwulterkens@gmail.com

South County Office (SoCo)

122497 Tamiami Tr S, Ste. 1, North Port, FL 34287

Phone: 941 888-0940 Email: soco@sarasotadems.org

Office Manager: Nancy Ceci

Hours: M - F, 10 am - 2 pm; except in election mode, or COVID: Call for appt.

Data Team: Ann Bollmeier bollmeieral@gmail.com

VAN Training: Emily Rizzo rizzoe1@gmail.com

Phone Bank: Joan Roscoe jroscoe07@gmail.com

Voter Registration/Canvass: Jo Bloom jo.bloom@verizon.net and Linda Heller arnmos28@gmail.com

Training: Linda Spoolstra spoolstra@msn.com

Important Information sources

Insider Document/Files Depository : <http://insider.sarasotadems.org/>

The central digital file repository for all SCDP files. Find information you need there—including this Manual, PC lists, strategy docs, minutes, agendas, resolutions, instructions, maps, What To Do Now, templates, newsletters....

“Tips & Tools for the SCDP Team”—Monthly essential info for PCs and all core team members, sent to you by MailChimp or Gmail: **OPEN IT!**

CLOSED Facebook Group: **Sarasota Precinct Captains** Click “Join.” For PCs & SCDP Team

Sarasota County Supervisor of Elections: 941.861.8600

Website: www.sarasotavotes.com and www.sarasotavotes.gov

Excellent site for voting and precinct information

Sarasota--101 S. Washington Blvd (Route 301 & Adams Lane), Sarasota 34236

Phone: 941.861.8600

Venice—Robert L. Anderson Admin Center, 4000 Tamiami Trail S, 34293

Phone: 941.861.3760

North Port—Biscayne Plaza, 13640 Tamiami Trail, North Port 34287

Phone: 941.423.9540

Florida Division of Elections: <http://elections.dos.state.fl.us>

Florida Democratic Party: www.floridadems.org

Democratic National Committee: www.democraticnationalcommittee.org

Democratic Clubs: Sarasota, Longboat Key, North Port, Englewood, Venice Clubs
Find information on the SCDP Website

Caucuses: Black, Environmental, Hispanic, Jewish, Labor, Progressive, Senior, Stonewall, Veteran's, Women's, Young Dems Information on the SCDP Website

Volunteer Coordinator: Gretchen Lienhop galienhop@gmail.com

SCDP Voter Registration Coordinators for Sarasota County

➔ Jo Bloom - jo.bloom@verizon.net

➔ Linda Heller - arnmos28@gmail.com

The New N2N Project (Neighbor 2 Neighbor): Jo Bloom jo.bloom@verizon.net

Sarasota County Precincts (99) Listed by Areas

(09-2021)

Area 1 (12 precincts) 101, 103, 109, 111, 113, 115, 117, 119, 123, 203, 205, 207

Area 2 East (15 precincts) 105, 106, 107, 121, 125, 127, 129, 131, 215, 217, 219, 221, 229, 231, 407

Area 2 West (12 precincts) 201, 209, 211, 213, 223, 225, 227, 401, 403, 405, 411, 413

Area 3 (18 Precincts) 133, 135, 233, 303, 409, 415, 417, 419, 421, 423, 425, 427, 429, 431, 433, 501, 503, 505

Area 4 (27 precincts) 301, 305, 307, 315, 321, 435, 437, 507, 509, 511, 513, 515, 517, 519, 521, 523, 525, 527, 529, 531, 533, 535, 537, 539, 541, 543, 545

Area 5 (15 precincts) 309, 311, 313, 317, 319, 323, 325, 327, 329, 331, 333, 335, 337, 339, 341

Area Leaders / Precinct Organization & Development Committee

Area 1 Ed Sabol 908.247.6962, eddiedc3@gmail.com

Area 2 East: Louise Machinist, 412.979.4844, srqprecinct109@gmail.com
Precinct Organization & Development Chair

Area 2 West: Daniel Kuether, 612.518.8222, kuetherd@gmail.com

Area 3: Jim Tate, 9416852246, jim@jimtatesrq.com

Area 4: Tom “Buzz” O’Donnell, 413-822-1086, todonnell101@gmail.com

Area 5: Carolann Palm-Abramoff, 941.586.5897, carolannpem@gmail.com

Action Coordinators

Precinct Voter Contact Lists Emily Rizzo, Data Team rizzoe1@gmail.com 941-493-5785	Precinct Text Requests Pam Newberry, Data Team pjnewberry@gmail.com 941-400-3191
Precinct Canvass Requests Jo Bloom jo.bloom@verizon.net 941-400-9401	Precinct Phonebank Requests Joan Roscoe jroscoe07@gmail.com 540-409-7660
Precinct Bulk Mail (over 200 pieces) Requests Diane Wulterkens – dlwulterkens@gmail.com 715-703-7244	

The Role of Precinct Captain

“The most important job I ever had was Precinct Captain.”

- President Harry S. Truman

PREVIEW

What we hope you’ll know after reading this Manual

- ✓ Know the overview of the SCDP and the PC role
- ✓ Know how to own your territory
- ✓ Know how to engage your voters
- ✓ Know your tools, resources and strategies

And know that the SCDP is a dynamic, cutting-edge, multi-faceted Team. Under JoAnne DeVries’ leadership, we are recognized as a standout DEC in the state of Florida.

This manual focuses on grassroots precinct organizing by PCs and teams. But we work in partnership with an incredible Headquarters operation organized by Office Manager Diane Wulterkens.

Headquarters volunteers blitz the county with thousands of mailings, text campaigns, phone calls, multi-media communications, canvasses, Lit Drops...it goes on and on. Much of your precinct action will be structured and directed by the SCDP strategic plan. You will receive ongoing direction helping you to know “What should PCs do right now?”

ELECTIONS ARE WON OR LOST AT THE PRECINCT LEVEL

Success at the ballot box is dependent upon a successful organization in each precinct, thanks to precinct volunteers like you.

Computers, targeting, and modern media have changed the face of campaigns, but the basic battle plan to achieve victory at the polls remains the same as it was 150 years ago: Find potential Democratic voters, get them registered to vote, engage and inform them, and get them to cast their ballots. This requires person-to-person contact, in every way possible, on a repeated basis.

An active, effective, and knowledgeable Precinct Captain makes a huge difference in the success of our candidates—averaging 6-7% improved turnout.

You are not just a volunteer: You are the lead organizer in your precinct, and that is the job we most need you to do. It’s hard work, but it’s worth it. Our shared work embodies inspirational values-- democracy, fairness, justice, opportunity, freedom—translated into political action.

The “Nuts & Bolts” of Being a Precinct Captain, AKA Precinct Committeeman/woman

What is a precinct? (Sarasota County has 99)

Think of your precinct as your general neighborhood. A precinct is the smallest political geographical unit established by the county for voting purposes. **By law**, for each 1,000 registered Democrats, there can be 2 Precinct Captains: 1 male and 1 female.

What does a Precinct Captain Do?

The Precinct Committeeman/woman serves as the link between our local party and the voters in the precinct. PCs are expected to stay informed about political issues; to attend the DEC monthly meetings, trainings and Area PC meetings; to use e-mail; and to build a team of volunteers to contact their precinct voters in a variety of ways before and between elections to support our candidates and motivate the highest possible Democratic turnout.

DEC Meetings: 2nd Wednesday of every month at 7:00 PM, currently by Zoom. Usually at Waldemere Fire Station or South Gate Center. Notice is sent to DEC members by e-mail the Friday before each DEC, including agenda, minutes, and proxy form if you cannot attend.

Who can be a Precinct Committeeman/woman?

You must be a registered Democrat in your precinct and be willing and able to do the work. This is a working, not honorary, position.

What is the time commitment? This varies among PCs, but work is expected. While there is no specific time requirement, it is a significant commitment. Do what you realistically can do to get the greatest turnout in your precinct. We ask that you reach out to your voters on a regular basis to provide information about candidates, issues and elections. Enlist volunteers to help.

How does someone become a Precinct Committeeman/woman?

Anyone who wants to become a precinct committeeperson must apply by contacting the Precinct Organization & Development Committee (the Chair or another Area Leader) attend 2 DEC meetings, complete the oaths of office required by the Florida Democratic Party and the Supervisor of Elections, and be elected by majority vote at their 2nd DEC meeting. (See SCDP Bylaws – Article IV/Category I/Section A). “At Large” PCs are appointed by the SCDP Chair. They complete the FDP Loyalty Oath and follow the same swearing in procedure. Also see Bylaws re. Precinct Associates, who are committed, actively engaged precinct team members.

What are some of the “Perks”?

PCs are Voting Members of the SCDP. They meet a multitude of people, have new learning experiences, gain skills, help determine the direction of our party, and take pride in contributing to our democracy, one voter at a time.

You can truly make a difference by working with the SCDP to make Sarasota County a better place through politics. We will help you learn and practice what you need to know to be an effective PC. Experience the pride of being “in the know” and in the action!

From The Bylaws of the Sarasota County Democratic Party: PC “Job Description”

Article IX: Duties and Responsibilities of Members of the Democratic Executive Committee of Sarasota County (DECSC)

The objective of the DECSC is to obtain the highest possible number of Democratic votes in each election and to elect Democratic candidates to public office.

It is the duty and responsibility of DECSC members (Precinct Captains) to:

1. Attend each meeting and training session of the DECSC **
2. Contact all Democrats in their precinct, at a minimum, prior to every general election
3. Participate in obtaining the highest possible Democratic registration and voter turnout
4. Encourage and facilitate Democrats voting by absentee ballot
5. Contribute to and/or raise funds for the DECSC or plan precinct fundraisers
6. Assist in filling vacancies in precinct committee offices as they may occur
7. Report any change of residence to the DECSC and to the Supervisor of Elections no later than thirty (30) days after such change is effective

** Note: When you can't attend, respond to the e-mail notification of the meeting and tell us you can't be there. Set up a Standing Proxy for yourself, or get a Proxy person to represent you each time. Proxy form comes to you by e-mail monthly with DEC meeting notification

Additional Points:

It's not in the Bylaws, but it's a functional necessity: PCs must use e-mail, check SCDP e-mails regularly (hopefully daily), and respond as needed to e-mails.

The SCDP is governed by the rules of the Florida Democratic Party. The SCDP supports all of our Democratic candidates. **When there is more than one Democrat running in a race, as in Primary elections, PCs, in their official role, cannot endorse one candidate over others.** Caucuses follow different rules of the game-- they can issue endorsements.

How To Build, Organize and Maintain Your Precinct Team: From Recruiting, to Resources, to Action Strategies

CAMPAIGN 2022 STARTS NOW!

Our work in 2022 builds on the ongoing, never-ending work of the incredible SCDP team. We have been building our organization and reaching out to voters virtually without pause from 2016. Successful organizing includes building and sustaining volunteer action teams, using smart strategies, and working tirelessly, no matter how challenging the task may be.

Our post-election analyses prove it: Precincts with active Precinct Captains and Teams turn out the highest Democratic vote. In the 2020 Presidential, 5 precincts achieved 90% to 96% Democratic turnout!

Precinct Teams

Led by the Precinct Captain or Captains (PCs), Precinct Team volunteers are delegated to do specific political organizing activities. Not every Precinct Team will be identical, because the precincts are not identical. Find the volunteers you need to get the best turnout results in your neighborhood.

SCDP Volunteer Coordinators and Area Leaders work with Precinct Captains to recruit and train these Precinct Teams. Recruitment is ongoing and never ending; it is one of the biggest challenges. Many people are unwilling to commit, or they say “yes” when they really mean “no,” or things change in their lives.

Precinct Team Roles & Tasks: Share the Work & the Fun!

Precinct Captain/s

- Assume the Responsibility to Recruit and Lead the Team.
PCs organize the effort within the precinct. Ideally, PCs carry out responsibilities capably and efficiently. Divide leadership tasks among co-PCs and Volunteers according to skills and interests.
- Know Your Precinct Territory.
Print your precinct map. You will receive it by email as a jpeg. from the Precinct Organization Chair or your Area Leader. Drive or walk around your precinct to learn its geographical boundaries, characteristics of the neighborhoods, places to have meetings, distribute literature, register voters, etc. Record information in the Precinct Survey (pg. 21).
- Know the People in Your Precinct.
Get to know your precinct voter demographics at www.sarasotavotes.com (or .gov), by using VAN VoteBuilder, and person-to-person through neighborhood / community activities.
- Create and implement the strategy and timetable of outreach to voters

- Lead, coach & coordinate the precinct team in actions to achieve goals
- Work with other SCDP leaders and campaign Field Organizers

Associate PC's – A Special Category of Volunteer

Volunteers who wish to help in a substantial way but are not willing to take on the responsibilities of Precinct Captain can be Associate PC's. Or the Associate might be highly active, but there is no open PC slot. Associates might take on designated tasks such as forming a street team or a condominium building team. According to party bylaws, they must be registered Democrats who request Associate status, must attend at least one Sarasota County Democratic Party meeting, and must be introduced to the membership during that meeting. Associate PC's cannot vote at Democratic Party meetings but may participate in debate. They may vote as Proxy for a PC who cannot attend but fills out a proxy form.

Data Captain

- Collect and manage all precinct data for the team: precinct voter lists, volunteer logs and voter contact data
- Obtain call and walk lists for team activities—in collaboration with the Data Team, the Voter Reg/ Canvass and Phonebank Chairs
- Enter and correct precinct data regularly

Canvass Captain

- Lead / Launch door-to-door canvasses, in collaboration with others (SCDP Voter Reg/Canvass, Data Team, Field Organizers, allied organizations)
- Provide: training re. Canvass procedures and necessary supplies
- Get data & supplies to the proper people/places after each canvass

Phone Bank Captain

- Organize precinct phone banks in collaboration with SCDP Phonebank leaders and Data Team
- Provide training and coaching to phone bankers

Volunteer Recruitment Captain

- Recruit precinct volunteers
- Match and connect volunteers with roles that fit their skills

Neighborhood Captain, Gated Community Captain & Building Captain

Residents of restricted access communities can contact voters from the inside, where the Precinct Team cannot go. Neighborhood Captains contact voters in a particular neighborhood, condo, gated community, directed by their PCs.

House Party (aka Meet & Greet) Host/s

House parties motivate voters within a hospitable social setting. They encourage voters to form neighborhood bonds and thus connect to the larger Democratic Party. A personal invitation and home hospitality create a comfort level for voters in their own neighborhood.

- Bring volunteers and other voters together at Zoom events, Potlucks and other social events that establish a sense of community
- Motivate potential volunteers to get involved organizing other social events
- Introduce candidates to precinct voters at social events

Going to Another Level: How To Organize a Precinct?

Get to Know Your Precinct and Find Your Voters!

Every precinct is different. Precinct Captains need to develop strategies that work for their particular area and voter demographics. “Snowbirds” -- who vote in Sarasota but are often out of town -- pose a special challenge. Here are some ways you can get to know your precinct voters:

- Research your precinct voter statistics on the Supervisor of Elections website. You will be able to determine how many of your people voted in recent elections, how many registered Democrats, Republicans and No Party Affiliated (NPA) voters are in your precinct, and more.
- **Complete Your Precinct Survey**, found in your Orientation Manual or use the pdf. form sent to you by e-mail. This Survey will provide you -- and the SCDP -- with a basic description of your precinct. Information about your turf, its voters and its facilities is needed for special events, voter registrations, GOTV canvassing and to help candidate campaigns. Explore the communities of single-family homes, townhouses, gated communities, apartment complexes, and other large developments. Note shopping areas, senior centers, schools, and other facilities. This information will assist you later in finding voters and figuring out how to reach them.
- Get to know your neighbors. The Data Team will provide you with a list of all registered voters in your precinct, with their available contact information. You can run lists yourself from VAN after getting training. You will see which voters are Democrats, Republicans, members of minor parties, and which have chosen not to register as a member of any political party – “No Party Affiliation” or NPA.
- Become an in-depth expert about your precinct voters. Use VAN to identify the following categories of voters based on their voting patterns:
 - Democrats who vote frequently and who are likely to vote again in the future: **HOT Voters**

- Democrats who vote inconsistently and need extra encouragement to vote in the upcoming elections: **WARM Voters**
- **Newly Registered (NRV)** Democrats or NPA's, who have not yet had an opportunity to vote in your precinct. NRVs should be contacted on a regular basis, welcomed to the Democratic Party, and encouraged to vote in the upcoming election. **You will receive your precinct list of Newly Registered Voters by e-mail every month.**
- Registered Democrats who have a negligible voting record, but who should still be included in your voter contact plan: **COLD Voters**
- **No Party Affiliated (NPA)** voters: Your Data Team Rep helps you determine which are most likely to vote Democratic. Engage them!
- Set Priorities: Contact and engage with newly registered Democrats and with people with a mixed history of voting. Frequent voters should be invited to volunteer in the precinct. Give these HOT voters the information they need and they will vote! Reach out to NPA voters who are likely to vote Democratic (based on information in the database.)
- Set your goal: Take the highest voting turnout percentage in your precinct in past elections and set a goal to increase that figure in future elections. Ask your Area Leader for this—or enjoy poring over past election results at sarasotavotes.com.
- Attend community meetings and reach out to people. Identify community leaders. Get involved in community activities in your precinct.
- Keep informed about local, state and national issues. Read the Voters Guide on the Supervisor of Elections site (sarasotavotes.com). Build working relationships with the PCs in your precinct and adjacent precincts.
- Review SCDP goals, Strategic Plans and “What To Do Now” communications. Read & respond to the e-mails you'll receive. Attend trainings

RECAP--Use Your MANY Resources:

- Get and use your precinct map (from your Area Leader, or from Insider <http://insider.sarasotadems.org/>)
- Get and use current precinct voter lists (Create yourself from VAN or ask the SCDP Data Rep to do it)
- Build relationships with Democratic supporters in your precinct who have volunteered before, as well as new prospective volunteers
- Build relationships with PCs in adjacent and/or similar precincts and collaborate on shared projects

- Attend monthly DEC Meetings and your Area PC Meetings to be well informed
- Use the Sarasota Precinct Captains Facebook page to collaborate with other PCs about the work we do, and “Insider” resources
- Rely on your Area Leader for support of all kinds
- Share your progress and request help when needed
- Accept that this job requires hard work, persistence, and a proactive attitude: Own your turf!

Resources that PCs Receive from the SCDP

- **NRVs** in your precinct: Monthly list, by e-mail
- Potential **Volunteers** in your precinct: Ask Data Team
- **Dropped Vote By Mail Voters** (DVBM) in your precinct: Periodic list
- **Special Targets**: Example, Democrats who didn’t vote in a recent election and should be contacted: Periodic lists come by e-mail
- Requests and instructions for **specific actions** at specific times. Example: a community issue call to action that impacts your voters
- **2-5-3-1 Plan**: You will receive instructions during Election weeks listing what to do two weeks before, 5 days before, 3 days before, and on to Election Day.

What Action Do PCs Take with these Resources?

Contact your Voters by phone, e-mail, letter, newsletter, text, and/or or in person. Scripts will be provided, or are available by request. These are opportunities to get to know the voters in your precinct. Keep track of any significant information so you can build personal relationships and correct data.

What Should the Precinct Team Do-- Right NOW and Always?

The PC role offers the option of creating your own precinct action plans (see sample, pg. 68), as well as carrying out centrally organized initiatives of the SCDP and, during elections, the Combined GOTV Campaign of the Party, the FDP, and the Candidate Campaigns. At intervals, PCs receive a “What Should PCs Do Right Now?” action plan from Area Leaders or other Party Leaders. Many PCs welcome a structured timeline of actions.

Ongoing PC To Do List:

- **Embody pride in being a Democrat and speak up about our political positions and values**

- **Training:** Attend the Precinct Captain Orientation, VAN training (Emily Rizzo), multiple SCDP trainings, and inform yourself about current political news and issues that are relevant to your precinct.
- **Recruit PC Associates (dedicated volunteers) & other Volunteers** for your Precinct Team. Get targeted lists from your Data Rep or Area Leader.
- **Recruit participants in your Precinct for the New N2N Program:** Neighbor to Neighbor contact is the most persuasive way to advocate for our platforms, candidates, and to GOTV. The SCDP centralized N2N system connects willing volunteers with 20, 30, or more voters in their immediate neighborhood for scheduled messaging contacts. PCs also create precinct N2N networks, especially in restricted access communities where insiders can connect with their immediate neighbors.
- **Contact your D and NPA voters** at every opportunity, and in any/every way you can: Phone, E-mail, Social Media, Letters, Newsletters, Postcards, events, community gatherings. Use ingenuity and creativity!
- **Contact Newly Registered Voters (NRV): Contact every one of your NRVs, by letter, phone, at their doors, or at Meet & Greets.** NRVs also get a welcome letter from the Party Chair and may be invited to occasional area Meet & Greets. **Welcome these people in!**
- **Contact “Warm” Voters** --persuade them to engage with us-- to learn about local, state and national Democratic platforms, goals, initiatives and candidates. Get your “Warm” list from your Data Rep.
- **Vote-by-Mail (“VBM”) Goal: Motivate your D and NPA voters to register for VBM.** Provide information (on SOE website and PC Orientation Manual), registration forms or online registration assistance
- **VBM Dropped List:** You will receive these lists quarterly. Contact them and urge them to renew their Vote by Mail status.
- **Voter Registration:** Find appropriate locations and register voters in your precinct, coordinating with SCDP Voter Registration Chair Jo Bloom.
- Organize **House Parties or other special events:** Please invite the Precinct Organization Chair and/or your Area Leader so they may assist. Use a sign-in list. Capture and enter the attendee data
- **Mobilize Ds and NPAs about community issues** that are important to your precinct voters; let them know where the SCDP stands on those issues and what actions they can take to be part of the solution
- **Communicate Data Changes:** Update information on your voters in the party’s VoteBuilder/VAN database computer system. Note voters that have moved; update phone numbers and email addresses.
- **Coordinate Polling Place Greeters at your Precinct Polling Place on Election Day** (See details in a separate section)

More on Reaching Out to Your People:

- Let voters who are registered Democrats know that they are not the only Democrats in their neighborhood --in fact, there are 107,000+ other like-minded people in the county. Invite them to Democratic Party meetings, caucuses, and other political events.
- Make sure that all eligible voters in a household are registered.
- Promote Vote by Mail (“VBM”) ballots for **everyone**—especially people confined to their homes, people who travel frequently and college students
- Provide the “Vote by Mail request form,” a copy of which is included in this manual. VBM increases the likelihood that a vote will get cast and counted by as much as 6-7%. For more information on voting by mail in Sarasota County, go to www.sarasotavotes.com and other pages in this manual.
- Make sure college-bound students are registered to vote. If they are not, help them register. (A copy of a voter registration form is included in your manual.) Give them a Vote by Mail application and stamped envelope addressed to the Sarasota County Supervisor of Elections, or encourage them to register online. Get their email address so that you can follow up with them and remind them to vote.

During Election Months

- Promote in-person Early Voting at specified locations (the 2 weeks before Election Day)
- During election months, the party will tell you which VBM voters have/have not, returned their ballots so you can follow up with those who have not yet sent their ballots back. (VBM ballots are sent about 40 days prior)
- Find people willing to put candidate signs in yards, especially on heavily traveled streets. Give your Area Leader names and contact information.
- Wear political buttons and put bumper stickers on your cars to raise the visibility of our candidates and remind people that an election is coming.
- Recruit volunteers in your precinct to work as poll workers, voter protection workers, and outside polling place Greeters on Election Days. Voter Protection workers ensure that all voters who are entitled to vote, can. Poll workers are employed by the Supervisor of Elections for election tasks.
- Know our candidates and issues. Get their literature; study their positions; go to their FB page or website; even call their campaign manager and ask. Never try to explain a candidate’s position to a voter if you are uncertain.

Creating and Sustaining A Precinct Team

How do you find and keep enthusiastic and reliable volunteers?

As a Precinct Captain, always be on the lookout for volunteers to share your work and to bring new people into our joint effort. Keep your eyes and ears open!

Some examples of precinct volunteer tasks: Deliver literature door-to-door; make phone calls from home; help with candidate and party events (prepare food or set up tables and chairs; work at headquarters answering telephones and welcoming people); write letters to the editor; raise money; stuff envelopes; help with a precinct newsletter; Greet voters at the polls on Election Day; drive neighbors to the polls, participate in N2N to contact a group of neighbors regularly.

Suggestions for finding precinct volunteers:

- Contact the Data Team to develop lists of potential volunteers
- Do not be afraid to talk politics with people. Most people have a number of issues they really care about. If you meet someone in line at the supermarket and you sense that they might be supportive of Democratic issues, tell them you are the neighborhood Precinct Captain; give them your contact information and ask for theirs.
- When a Democratic event is occurring, invite neighbors to go with you. Offer to drive. Introduce your guests to party members and officials. Bring them into the fold.
- Host an event. It needn't be elaborate – simple beverages and snacks are fine -- and can be for just a few people. You might invite a party official or office holder to speak. Circulate a volunteer sign-up sheet, with volunteer tasks that need to be done. See the Sample Check In Form on pg. 73.
- Get a VoteBuilder list of all the people in your precinct who have volunteered in the past, people who have attended a Democratic Party event, people who have made donations –These lists are from the “My Campaign” section of VAN. Contact people who have been active. Ask them to tell you what they can about the precinct. Thank them for their previous efforts, and ask them if they would be willing to help again in some way. See Sample script and a form for recording their response on pgs. 71 & 72.

How do you keep volunteers involved?

- Give them clear, specific tasks, and set realistic deadlines.
- Give them jobs they are comfortable doing. Some people like going door-to-door; others hate it or are not able to. Some people like to telephone; others will have no part of that. Some people like to work with data or do other kinds of office work. Respect each volunteer's wishes, and value every contribution.
- Ask volunteers to be responsible for their own street, or perhaps a few streets, or their apartment building.
- Invite them to party and candidate events.
- Thank them, and then thank them again. People love to be appreciated.
- After an election, send each volunteer the election results for the precinct and ask for ideas on how to improve those results in the next election.

Everyone Likes Positive Recognition

Precinct Captains must work proactively to sustain their team by deepening relationships, celebrating hard work, but also holding their team accountable.

Best Practices include:

- “Respect, Empower, Include”
 - Do What You Say You Will Do, and do it in an organized way
 - Respect People's Time by using smart, efficient strategies
 - Encourage Creativity and Ownership
 - Set Clear Team Norms
 - Consistent Coaching
 - Evaluate Outcomes: do what works
 - One-On-One Check-Ins
 - Team Meetings to review and strategize
 - Let Team Members coach each other
 - Learn from Mistakes
 - Celebrate Success
- Promote Healthy Competition: recognize excellent work and offer incentives such as small team celebrations when the work is done

Principles of Volunteer Retention: Be organized but also have fun

- It takes hard work to get a volunteer to say “yes,” more hard work to encourage them to show up the first time, and to keep on coming.
- Volunteer Retention is all about relationships. Strive to make every volunteer experience as pleasant as possible.
- Work alongside your volunteers: leaders must be the hardest working people in any group.
- Debrief with team members after activities.
- Reschedule: No volunteer should leave an activity without being asked to participate in another activity. A 50% on-site reschedule rate is a good sign.
- Make a thank you call or e-mail your thanks after every activity

PRECINCT SURVEY

Sarasota County Democratic Party

The pdf version of this survey can be completed on your computer and e-mailed to Headquarters. Please make a copy for yourself and send the original to Headquarters.

Your name, phone number, and date survey completed:

Precinct # _____

Precinct Captain(s)

Location (area of county) _____

Town or city the precinct is located in _____

Neighborhoods (Subdivisions, with brief descriptions. Types of housing – single-family, townhouses, apartment/condo buildings, etc. How many gated communities, if any, and how many units in gated communities? Suitability for walking and dropping literature?)

Possible locations for doing voter registration (places with lots of foot traffic and potential Democratic voters – e.g., grocery stores, libraries, thrift stores, post offices, other government buildings)

Other notable facilities (churches, temples, shopping centers, schools, colleges, community centers, nursing homes, parks, bus terminals, etc.)

Major streets

Venues for holding events (e.g., restaurants, catering halls, church halls, community centers, libraries, union halls)

Possible group phone-banking locations (e.g., attorney offices, companies whose owners might be friendly to Democrats, union offices)

Polling locations (including any Early Voting sites – check with Supervisor of Elections)

VOTER REGISTRATION STATS (Find on SOE website: sarasotavotes.com or [.gov](http://sarasotavotes.gov))

Number of registered Democrats _____

Number of registered Republicans _____

Number of No Party Affiliated Voters (NPAs) _____

For extra credit: Check out your precinct voter turnout stats in recent elections, also on SOE site (Election Results section, or ask an Area Leader)

Supervisor of Elections (SOE) Website

- Get Your Precinct Voter Stats, Polling Place Map & Crucial Info

Everything you need to know about voting in Sarasota County is on this wonderful website: sarasotavotes.com or sarasotavotes.gov

Note: Voters can register to vote online, not just with with paper forms.

Online Voter Registration: RegisterToVoteFlorida.gov

Voter Registration forms and Vote by Mail applications can be accessed online. There is a Voter Guide pdf. Find your precinct voter statistics, as well as election turnout results. Play with this site and learn everything about elections in Sarasota so that you can give your voters accurate information.

SOE personnel are incredibly helpful. Call: 941.861.8618

Welcome to SarasotaVotes.gov. Please bookmark this page and visit often for the most up-to-date election news!

Your Elections Office | Voter Information | Election Information | Candidates/Committees | Poll Workers | Contact Us | Home

Ron Turner
Supervisor of Elections
Sarasota County: Our County. Our Vote.

REGISTER TO VOTE | MY VOTER STATUS | VOTE BY MAIL | EARLY VOTING | FIND MY PRECINCT | COMING ELECTIONS | SAMPLE BALLOT

Search

Select Language

Powered by Google Translate

Important News
View sample ballots for the November 2, 2021 municipal elections

Welcome
A message from Supervisor of Elections Ron Turner -
I am pleased to welcome returning and first-time visitors alike to SarasotaVotes.gov, our newly-designed official elections website. We are your one-stop shop for election results, tools, information, and news that you can trust.
Our goal is to provide the most up-to-date news and information for voters, candidates and pollworkers, as well as answers to many of your most frequently asked questions. Please bookmark this site and visit often.

REGISTERED VOTERS
As of: 8/31/21
Democrat: 107,418
Republican: 150,600
Other: 96,739
Total: 354,757

ELECTION CONNECTION

Yes—these registration by party figures reflect the challenge we face. NPAs hold the key. We must reach out to them, inform them, engage them, persuade them

SOE Website —Election Calendar Page

COMING ELECTIONS

November 2, 2021 City of Venice General Election

- **Voter Registration Deadline:** Monday, October 4
- Early Voting: Monday, October 25 - Saturday, October 30, 8:30 a.m. - 4:30 p.m. daily
- Deadline to request a vote-by-mail ballot be mailed: 5 p.m., Saturday, October 23
- Canvassing Board: Council Member Mitzie Fiedler, City Clerk Lori Stelzer, Supervisor of Elections Ron Turner
- [Sample Ballot](#)

November 2, 2021 Town of Longboat Key Referendum

- **Voter Registration Deadline:** Monday, October 4
- Deadline to request a vote-by-mail ballot be mailed: 5 p.m., Saturday, October 23
- [Sample Ballot](#)

March 8, 2022 Holiday Park & Tri Par Estates Park & Recreation Districts

- **Voter Registration Deadline:** Monday, February 7
- Early Voting: To be determined
- Deadline to request a vote-by-mail ballot be mailed: 5 p.m., Saturday, February 26

March 8, 2022 Town of Longboat Key General Election

- **Voter Registration Deadline:** Monday, February 7
- Early Voting: To be determined
- Deadline to request a vote-by-mail ballot be mailed: 5 p.m., Saturday, February 26

August 23, 2022 Primary Election

- **Voter Registration Deadline:** Monday, July 25
- Early Voting: To be determined
- Deadline to request a vote-by-mail ballot be mailed: 5 p.m., Saturday, August 13

November 8, 2022 General Election

Critical 2022 Elections include: Governor, Senator (Rubio), all House of Representatives (US and State), County Commission, and more.

VERY critical: 3 School Board Seats are up in the August Primary, with possible November runoff. This will determine the fate of public education in Sarasota.

About VoteBuilder / VAN

VoteBuilder / VAN Florida contains the Florida voter file from the Division of Elections, with additional consumer data and scores added by the Democratic National Committee. The Florida Democratic Party maintains voter data for Democrats statewide using VoteBuilder / VAN. It can be used by Precinct captains to maintain all forms of voter data, including voter registration data, polling results, field data, and volunteer activity data.

VAN Administrators – Each county Democratic Executive Committee has one or more administrator(s) responsible for maintaining survey questions, activist codes, scripts, report formats, and users, and for answering users' support requests or assigning VAN User Profile sign in information.

For help or questions, contact our Data Team. (See Resource page, or ask your Area Leader to get referred to the right person.)

Basic VAN Training is mandatory for Precinct Captains. Training teaches you to access a wealth of information, including each voter's contact information, voting history, activity codes, notes, survey question results, contact history, etc. Knowing how to use VAN—or at least to know about VAN-- is essential to the PC job.

What VAN can do for you: Quick Look Up allows you to find voters, phones, e-mails, addresses; Update/Correct Data, print street lists, and more.

How to access your own Precinct info: You can create and "Export" voter lists with Phone, Address, and Emails; Using the "My Campaign" section will help you find likely Volunteers.

How to access Vote By Mail targets in your precinct: You can create Targeted Lists; Save your Targeted List; Create Calling/Canvassing Lists.

Basic and Intermediate VAN Training: One-on-One Training

Contact Emily Rizzo to schedule one-on-one VAN training.

Reasons to Vote By Mail

- Vote By Mail = A smart choice for Sarasota Voters

- VBM ensures that no last-minute situation (illness, travel, emergency) will prevent you from casting your vote.
- Voting early stops robocalls to your phone.
- Vote By Mail has been found to increase turnout by about 7%.
- VBM eliminates your need to wait in line at the polls.
- VBM reduces lines at polls for everyone.
- You can choose to hand deliver your VBM ballot to the Supervisor of Elections Office ballot box or to the Early Voting sites during Early Voting weeks if you prefer
- You can choose not to use the VBM ballot. You can vote during Early Voting, or at your precinct polling place on Election Day. You do NOT have to bring the VBM ballot.
- You can track your VBM ballot online, or by calling the SOE, to be sure your ballot was received.

IMPORTANT INFORMATION FROM THE SUPERVISOR OF ELECTIONS

“Vote-by-mail ballots cannot be forwarded so be sure we have your correct mailing address on file. Even if the post office forwards your mail . . . they will not forward absentee ballots.”

To request VBM: Call the Sarasota Supervisor of Elections Office or request VBM online at sarasotavotes.com or www.sarasotavotes.gov



**To sign up, call
941-861-8618**

Important: VBM must be renewed every two years.

Check the box for elections through December 2022.

***Vote by Mail (VBM) Ballot FAQ**

(*Previously called "Absentee Ballot")

What is the deadline for returning my voted Vote by Mail ballot? To be counted, your VBM ballot must be **received** in a Supervisor of Elections office not later than 7 p.m. on Election Day and be otherwise valid. VBM ballots may be returned in person or by mail. If you plan to mail your ballot, be sure to mail early to avoid postal service delays.

Will a Vote by Mail ballot be counted if it is postmarked on Election Day? A VBM ballot can be counted **only if it is received in a Supervisor of Elections office (not the polling place) by 7 p.m. election day** and is otherwise valid. You can use a courier service such as FEDEX or UPS to return your ballot. (Overseas and military ballots have different rules.)

Are all VBM ballots counted?

Unless a VBM ballot is **rejected** as illegal by the Canvassing Board, the ballot is counted. Voters can track their ballots to be sure they were received by the SOE. Ballots arrive more than a month before Election Day, ensuring plenty of time to receive ballots and check that they were successfully returned.

What would cause a VBM ballot to be rejected as illegal?

A VBM ballot will be rejected if: (1) The envelope is **not signed** by the voter; (2) The signature does not match the voter's signature on file with the supervisor of elections; (3) It is not returned to the elections office by **7 p.m. on election day**. **IMPORTANT:** You must sign your ballot envelope. Power of attorney is **NOT** accepted.

What if I change my mind and want to vote at the polls? You can choose not to use the VBM ballot. You can vote during Early Voting, or at your precinct polling place on Election Day. **You do NOT have to bring the VBM ballot.**

Where may I obtain more information about absentee ballots?

You may call the office of the supervisor of elections at 941-861-8618 or go to the Supervisor of Elections website.

Why does the Democratic Party encourage Voters to Vote By Mail?

Studies have found that Voting By Mail increases voter turnout by approximately 7%

Issues Voting, and Communicating Our Message

Issues Committee Chair: Cramer Verde, cramer@cramerverde.com

Communication Chair: Beth Desautels, bethnd214@gmail.com

Issues Advocacy Goal: Engage Voters of all parties and no party by taking public stands and public actions, and widely communicating our message. Examples:

2021:The SCDP spoke out officially against DeSantis' covid mismanagement, and for wise covid health policy in the schools. We stand with the Biden American Jobs Plan and for solving Florida's water quality crisis. We called out the County Commissioners for not pausing water shutoffs during COVID crisis

2019-2020: The SCDP with the Black and Hispanic Caucuses made a joint resolution against partisan gerrymandering by the County Commissioners. The SCDP submitted a resolution asking for the resignation of the Superintendent of Schools that was co-endorsed by the county Republican Party.

2017-2018: We stood publicly for preserving the Celery Fields from the County Commissioners and Developers

What is issue voting?

Local community issues are important to most voters. They cut across party lines, they are immune to large PAC money, and they are achievable, representative government outcomes. When we identify as Democrats to engage in local action, we create allies among voters and single-issue advocacy groups.

How does it work?

You and your fellow Precinct captains find and support local issues in your precinct that the party can embrace and support solutions. The Issues Committee researches and evaluates issues and tailors our position to fit the party community outreach plan. The party supports community organizations with like-minded goals, and candidates may endorse the issue in their campaigns. The DEC passes formal resolutions and publicizes them in various ways.

How is it organized?

Local issues can be registered on the party web site input section, or persons can appear at Issues Committee meetings to explain and promote their community issue. After research and consideration, the issue can be submitted to the Steering committee and to the Democratic Executive Committee (DEC) composed of the precinct captions and elected officers.

Example of Issues Advocacy: The “Celery Fields”

The Celery Fields are area of Sarasota County taxpayer owned land set aside for recreational use and a nature conservatory of the Audubon Society, a birding area that is world famous and registered in London as a world hotspot for birds.

What is the issue re. Celery Fields?

Without public hearings, some of the taxpayer owned land was changed to “Surplus Property” status, and a single bid for sale was accepted from a large contributor to some of the Sarasota County Commissioners. The re-zoning linked to the sale would include a change to heavy industrial and allow a processing center for building construction waste, debris containing toxic chemicals. There were numerous other threats to this natural habitat treasure and environmental groups were galvanized.

The SCDP went on record opposing this land use deal. The DEC signed a resolution against the proposed sale and land use change at our DEC Meeting in March 2017. The Resolution is on the website, sarasotadems.org, and was read into the testimony at the crucial County Commission hearing on August 23, 2017. In 2019, the issue was finally resolved, after massive community activism by many groups.

On a different issue, the proposed zoning density variance requests at Siesta Promenade, the SCDP also took a strong public position. Our support of the local residents’ position (no density increases) was noted in testimony in front of the County Commissioners, who unfortunately voted in favor of the developer.

What can Precinct Captains do?

PCs Inform their voters about important issues and motivate them to take action: attend hearings, join with advocacy groups and individuals, send Letters to the Editor and communicate with elected officials.

Recap:

Communicate with registered Democratic voters, as well as No Party Affiliation/ Other voters in your precinct. Issue advocacy lets people who are not Democrats know what we stand for and what we are doing.

Ask your Democratic voters to wear Democrat shirts or pins, letting themselves be identified as Democrats. The slogan on their handmade sign might include “Democrats Support....”

Motivate your voters to come out for local issues actions, let all voters know where Democrats stand on issues that affect people’s lives, and let government officials know what we do, or do not, support and what policies we advocate.

Door-to-Door Canvassing and Lit Dropping

Coordinate Precinct Canvasses and DROP-AND-GO Lit Drops with SCDP Voter Registration Chairs Jo Bloom & Linda Heller. Volunteers schedule shifts on Mobilize:<https://www.mobilize.us/sarasotacountydec/>

Lit Drop Materials are generally provided by Headquarters, but you can also deliver your own precinct newsletters and invitations to precinct events

Lit Drops are quick & easy because you don't knock & talk. But Canvassing is more effective in terms of informing and persuading...So this section focuses on Canvassing.

Door to door canvassing has been the dominant form of political communication and engagement since the beginning of time. ***Research shows that face-to-face communication is still the most effective form of persuasion for political organizing.***

A study conducted by Yale researchers Alan Gerber and Donald Green found that “12 successful face-to-face contacts translated into one additional vote.” The goal is to knock on as many doors as possible and speak to as many people as possible.

Canvassing door-to-door is a challenge in many areas of Sarasota County due to security systems and restricted-access buildings and neighborhoods. Each building or community has rules about door-to-door political canvassing, even though what we are doing is not the same as commercial soliciting. Political canvassing is protected under the 1st Amendment as free speech of an educational nature, not “soliciting,” but all canvassers experience being thrown out of restricted access communities. If told to go-go. We know we are in the right, but community and building managers are in charge.

Canvassing at doors and in high traffic pedestrian areas is the most effective way to talk with community members about the issues that matter to them. Our success depends upon the campaign's ability to share their message through face-to-face discussions and listening to voters. And success depends upon sincere ***listening*** when we are asking voters (or potential voters) to share with us what issues are important to them.

The moment that someone opens a door is when every word you say starts to count. You must fully engage with the person in a cordial interaction. It's not just talking points that persuade people to vote for a cause; your passion may be the key to lock them in. Often, it is your personality as a canvasser, not the issue or cause, that will keep people talking to you. Be ready to share your own (brief) story of why you are supporting the cause or the candidates. And be an interested listener. If you encounter negativity, try to find common ground. Assure people that their opinions and feelings are important to the SCDP and that we appreciate the information.

Some Reasons to Canvass:

Support a Political Candidate - Identify whether the voter will be supporting your candidate and/or inform them about the candidate

Issue-Based Advocacy – An in-depth conversation about political views in an open and judgment-free way is an effective way to persuade people to think about issues meaningfully. Example: Issue-based advocacy outreach overcame ingrained prejudices that previously prevented marriage equality.

Community Awareness - Awareness campaigns provide an opportunity to build community power long-term and keep your volunteers engaged in election off- years. Increase visibility of your organization and educate re. issues.

Membership Recruitment & Engagement - There's no better way to find volunteers than meeting them at their doors in your neighborhood.

Where Do We Canvass?

In order to talk to as many people and/or collect as many signatures as possible, target areas that are densely populated, where many people are supporters of the Party's or the candidate's, agenda.

Door-to-door canvassing should focus on dense neighborhoods that are easily walkable, neighborhoods where the houses are relatively close together.

What Do You Need to Have a Successful Canvass?

- A canvass launch location in the area for people to meet before and after
- High-density locations to target
- A trainer to orient people to the job, explain materials, answer questions,
- Hard surface for writing (clipboards or cardboard or folders) and a pen
- Maps of the larger area, the neighborhood and the specific streets each door-to-door canvasser is walking. The Canvass Turf maps and street lists from VAN will be provided by the Data Team.
- Scripts and a list of essential Talking Points
- Party and candidate literature; precinct team information & contact info-- your SCDP business cards-- and canvassing supplies from HQ. Note: **Door hangers advertise that a house is empty. HQ provides** PC postcards you can customize, bags, doorhangers and Lit to leave by the doors. **NEVER PUT ANYTHING IN MAILBOXES: IT'S A CRIME**
- **Cell phones: Have MiniVAN app loaded on phones ahead of time. See section on MiniVAN, below**

- Tally Sheets to record results at the end of the canvass—if not using MiniVAN

What ELSE Do You Need To Do to Have a Successful Canvass?

1. WEAR A COMFORTABLE PAIR OF SHOES: Just do it!

2. PACE YOURSELF

A canvasser faces ups and downs. Sometimes people are rude. Don't take it personally! Don't let negative interactions derail you. Regulate your energy and expectations so you can handle frustration and persevere.

3. KNOW WHEN TO CONTINUE AND WHEN TO STOP

Once the door is open, you have a brief time to engage the voter in conversation. Based on how well it is received, decide if you should continue to invest time and energy. Don't waste time continuing a negative conversation. If a voter doesn't seem interested, cut your losses and move on to the next door. This can get you to a more receptive voter quicker. Don't let argumentative voters debate you-- disengage and move on.

4. KNOW WHEN TO LEAVE IN A HURRY: If you feel threatened or uncomfortable, get out of there. There are some hostile and/or unstable voters out there

5. TREAT THE SCRIPT AS A GUIDE

You will always be provided with a script, but it's important to speak from the heart. Don't be afraid to share what inspired you to campaign for this issue or candidate. Remember-- you are trying to persuade others to either join in the campaign's efforts or contribute in some way. Displaying passion helps start a meaningful conversation. The script will help guide your conversation about the issue. Be confident about the subject matter and the basic guidelines for the conversation. Be genuinely interested in meeting the voters on a personal level.

6. EMBRACE THE TECHNOLOGY

Paper and clipboards are a thing of the past. Smart phone technology for canvassing allows you to report data in real-time and make your job instantly easier. Having everything you need in the convenience of your own smart phone makes the process of going door-to-door a quicker and easier experience. Try it: It's WONDERFUL! We use the MiniVAN app—see next section for details.

Summary of Guidelines for Effective Canvassing:

- ***NEVER put literature in mailboxes. That is a federal offense. Put it between an inner and outer door, or place it between the doorknob and the frame, under a mat, etc.***
- **NEVER** argue.
- **Be aware and put safety first.** Work in pairs on the street, if possible.
- **General rule: Never enter a home. Be cautious if you do enter a home.**
- **Never** walk across a lawn.
- Know your script
- Study your map and know which streets you are heading toward.
- Check your list of targeted voters--note age, gender, family members
- Before you approach a house, know whom you are going to be speaking to. Modify your message to be most effective for the voter. Example: a Prius in the driveway suggests a pro-environment voter; Trump sign tells you don't bother.
- Take an extra pen or pencil.
- Wear comfortable shoes, and bring water.
- Carry literature and other supplies in a bag or other organized way
- Be prepared to give voters your name, phone number, and email address (business card) so they can contact you or other Precinct Captains
- Bring a number of Vote by Mail request forms
- Be friendly and smile when talking to a voter
- Keep your eyes on the voter – not on your script.
- When speaking to the voter, verify the telephone number and e-mail if it is on your list. If there is no phone number or e-mail listed, politely request whether you might have them
- If you can't answer a question, admit it and get the information to the voter later.
- Always be polite and thank the voter for his/her time.
- Enter all information immediately
- Be happy and have fun. It's more fun as a team—driver and canvasser



MiniVAN Download Instructions

1. Open your smartphone and head to your app store. (For iPhone, this is simply called the “App Store.” For Android, this is the “Google Play Store.”)
2. Search for MiniVAN Touch. The icon is a blue background with several lighter blue dots encircling a white dot. Download this.
3. If you already have an action ID, log in with that. Most people who have phonebanked through VoteBuilder already have an action ID. If not, create your own using your email address and a password that you will not forget. *You will have to enter your password each day that you use MiniVAN, so write this login down if you need to!
4. Your canvass trainer will provide you with a list number to download.

Canvassing with MiniVAN

After downloading your list, there are 3 different ways to find your doors. Click to expand the sidebar on the top left of the screen, and you’ll have the option to select Households, People, or Map.

Starting with the map gives you a sense of where your turf is in relation to where you are. Zooming in and tapping a dot where you would like to start will give you the address of that location.

Once you are on the street that you want to start on, many people prefer to sort by Household instead of Map, but you can always go back to Map to see where you are and where you still have doors to knock.

In Households, an address that has more than one circle means more than one person lives at this address. Tap the address to view the voters who live in the household. Tap the voter you would like to mark responses for. Your script is displayed, and here you will mark:

- A) Whether or not you were able to speak with the voter
- B) If you were able to speak with the voter, are they supporting our candidate?
- C) If they’re supporting our candidate, will they volunteer?

To see more information about the person you are looking for, tap details in the top right instead of script. This will display contact history as well as other information that could be helpful.

Finishing Your Packet

Completing your entire packet is very important. This could be the only chance we get to speak with these targeted voters, and face to face communication is the most effective way to turn out votes.

How do you know if your packet is complete? Click the top left button to open the sidebar, and next to list details, a percentage will be displayed. If you are at 100%, your packet is completed.

Once you are done, it is CRUCIAL that you sync your data. Otherwise, the campaign won’t see any of the information you collected. Tap the two arrows pointing in a circle in the top right of your screen to check that you have synced your data.

Once you have returned your materials to your staging location, signed up for your next shift, and synced your data, you are done! Now you get to tell all your friends what a rockstar you are. Share your canvassing experience with friends and on social media to encourage people to volunteer. Canvassing is fun, easy, and SO IMPORTANT, and you’re living proof!

Precinct Phone Banks

Note: Coordinate precinct phone banks with Emily Rizzo, Data Rep, who sets up the SCDP Virtual Phone banks. (She will help you!)

Why Do We Phone Bank?

Phone banking is the most time and resource efficient way to talk with voters about the issues that matter to them. Our success depends upon sharing our message with as many voters as possible.

To mobilize in support of health care reform, clean energy, and /or education, we rely on personal phone calls to efficiently reach potential supporters.

Effective phone banking often happens when a group of volunteers get together, as our central HQ phone bankers have demonstrated over the years. In a group, volunteers generally make more calls than they would alone. On the other hand, motivated precinct team members have made thousands of calls, at their convenience from the comfort of their favorite armchair, using our wonderful Virtual Phone Bank technology.

Invite your team of volunteers to do mass phone banking, or let everyone participate from their own home.

New Technology Makes It Better and Faster!

Virtual Phone Banks (VPBs) can be set up for your precinct, so that you can make calls from home. A Data Team Rep, usually Emily Rizzo, sets up your VPB in VAN. You enter the data while you're talking to the voters.

What Is Your Role as a Phone Bank Host?

1. Find Your Location: comfortable and accessible, with enough room for your group to spread out. Volunteers use their cell phones

2. Recruit Volunteers: Recruit as many volunteers as possible. Here are some suggestions for ways to find volunteer prospects:

- Cull through your precinct volunteer lists and your personal contacts
- Use VAN to find people who have done phone banking before
- Make sure your phone bank is added to local Democratic party newsletters, calendars
- Reach out to the local student community---college or high school

Be sure to make reminder calls to volunteers prior to the phone bank. Turn out will increase dramatically if you ask them for a firm commitment. Be sure that all attendees are confirmed— e-mailing a reminder isn't enough!

3. Get scripts, lists, and supporting materials from Area Leader/Data Rep

A targeted phone bank with a clear, concise “ask” is the most successful event you can run. The script will guide your conversation about the issue you're canvassing for. Your callers should go into a conversation feeling confident about the subject.

4. During the Phone Bank

- Explain your goals and set expectations.
- Walk through the script and have volunteers role-play with a partner.
- Tally the calls as you're making them, and announce them on a regular basis—progress will keep your group upbeat.
- Celebrate your work at the end of the phone bank.

Enter your data as you're talking, (or immediately after each call if on paper)

5. Thank your volunteer phone bankers

Summary Guidelines for Effective Precinct Phoning

- Have a prepared script ready. Your Area Leader or party leadership will help you with this.
- Practice your script at least once or twice in advance.
- Stick to the script as much as possible, and avoid lengthy conversations. But do not feel that you need to read robotically-- take time to make a connection. You are speaking to a neighbor: connect on a personal level.
- Smile. Believe it or not, voters can tell.
- DON'T ARGUE. You won't win anyone over on the phone.
- Be honest and admit if you can't answer a question. Find the answer and get back to the voter.
- Every call is a new call. Don't let one negative conversation affect another.
- If someone asks how you got his/her name, the answer is that it is on a list of registered voters provided by the County Supervisor of Elections.

- Decide before you start calling whether you will leave a short scripted message on an answering machine
- Keep good records. Remember to enter new information (like updated phone and e-mails) in VAN / VoteBuilder

Sample Phone Messages to Precinct Voters:

--Hi! My name is ____ and I'm the Democratic Precinct Captain here in _____, I am always looking for help from my neighbors to organize Democratic outreach in our precinct. I'd like to be able to call you when we need help in our area -- would that be ok?

--I'd like to invite you to our monthly _____ Club meetings (Sarasota, Venice, North Port, or Longboat Key). These meetings are open to all Democrats. (Give them the location and date of the next club meeting.)

And the party website, www.sarasotadems.org has a calendar of the county's Democratic Party events.

--I'd like to let you know when we have events you might like to attend, particularly in _____ (Sarasota, Venice, North Port, or Longboat Key), and also to provide you with my contact information. May I have your email address to send my contact information to?

The NEW NEIGHBOR 2 NEIGHBOR (N2N) Voter Networking

N2N Project Manager: Jo Bloom, jo.bloom@verizon.net

The New Neighbor 2 Neighbor (N2N) voter engagement program recruits and trains volunteers to reach out to Democratic and No Party Affiliation (NPA) voters in their own immediate neighborhood. Volunteers engage with neighbors and keep in contact over time. N2N volunteers encourage neighbors to register, be informed and vote. In 2020, N2N Volunteers contacted neighbors at least three times before the Presidential Election. Contacts can be home visits, phone or video calls, or other creative options. Each contact focuses on specific information tied to upcoming elections: Voter Registration, candidate and issue information, Vote by Mail and polling place info. Message scripts are provided.

What's "New" about N2N for 2022? It's simpler, more streamlined, no time consuming data reporting expectation, and smaller contact lists.

Meet & Greets/House Parties/Meetings

Define your purpose: Candidate event? Volunteer recruiting? Issues Advocacy? Building a Democratic community? Fundraiser? Always: design an event where people socialize, have fun and want to come back again

1. Create a list of Friends, Neighbors, and VAN contacts

Start with people you know, friends and neighbors who might be interested in getting involved, including people who were involved in the past but might want to be involved now. Use the filter functions in VAN to identify people in your precinct to invite (High Scoring Non-Ds, prior volunteers, issues voters—ask Emily). Invite at least 50 people to ensure you have 15-20 people in attendance. And that might be optimistic... Don't be disappointed: every attendee counts! You will build numbers and momentum over time.

2. Invite People to Your Meeting

Phone calls combined with e-mails and paper invitations are the most effective way to invite people to your event. Make your invite calls at least two week in advance. Ask all of your attendees to RSVP for your meeting so you know how many people to expect.

3. Organize HOST MATERIALS

- ✓ **Sign-in Sheets.**
- ✓ **Agenda to run your meeting--It will help you to stay on task.**
- ✓ **Nametags**
- ✓ **Snacks and drinks**
- ✓ **Activities**
- ✓ **Handouts**

4. DURING THE EVENT

The most important thing is for you to have a clear agenda that includes time to allow for discussion and to provide time to plan next steps. And to make people feel welcome and included. Hint: For off-topic ideas, be appreciative, smile, write it down as you say, "That's really interesting. I'm 'putting it in my notest' so we can go back to it in the future." Follow up to keep attendees involved in precinct action they are interested in.

5. AFTER THE EVENT: Capture Information; Enter the Data

Enter the data you collected into the VAN. Every voter contact with the SCDP is coded into our database.

Thank your guests

Send individual thank you emails to all of your guests. Follow up with those who committed to participate in the future activities you planned.

Meet & Greet/House Party Summary

Before: Create a committee to help with these tasks

- Schedule Date/Time of Event, 1-2 hours. (Check SCDP calendar first.)
- Create Event Agenda. Invite speakers, perhaps candidates or a party leader. (Ask the party leadership or your Area Leader for help if needed.)
- Create Guest List: Use VAN to search by streets or voter criteria
- Send email invitation if you have email address and/or “snail mail” version.
- A few days beforehand, call guests or send an e-mail reminder. Do not be surprised if many do not RSVP. Expect perhaps 10% attendance.
- Obtain/print nametags and sign-in sheets. (See “Resources” section)
- Provide simple snacks, drinks, ice, paper products (some might be obtained at HQ—check out availability of items needed)

During:

- Set up well ahead of time, including **simple** food and beverages.
- Have a table set up for sign-in sheets, name tags, pens, markers, literature, petitions, campaign gear, etc. Clipboards are useful.
- Welcome Everyone! ☺
- Stick to the schedule and timetable.
- A great icebreaker is to take turns sharing “Why I am a Democrat,” or “Why I am interested in the Democratic Party.” Take the first turn yourself.
- At the end, thank everyone for attending.

After the Event

- Be sure attendee data gets entered in VAN.
- Send a “Thank You” to attendees: It gives you another opportunity to make a positive contact with the voter

Reaching Voters: Letters, Newsletters, E-Mail & Social Media

Communicate with your precinct voters digitally or by USPS snail mail, or drop messages at doors. Send a precinct letter or newsletter to every Democratic and targeted (high affinity score) NPA household in the precinct. Voters pay special attention to opinions voiced by their neighbors. A letter telling why you, as Precinct Captain, support our candidates and issues can be especially effective, even better if it is also signed by several co-captains or neighbors from different parts of the precinct and voter demographics.

In Election season, have letters/newsletters delivered more than a month before Election Day. Many voters Vote by Mail (40 days before Election Day) or during Early Voting (almost 2 weeks before Election Day). Give voters the essential information they need to be informed and motivated. Even active voters can't keep up with all the details: Help them!

You can send letters by regular mail, by e-mail, or ask your volunteers to help deliver it by hand, particularly if they are delivering other campaign literature.

The SCDP Precinct Newsletter Template Project

The Newsletter Team of the Communications Committee creates bimonthly MailChimp precinct newsletter templates that can be adapted and individualized for every precinct. The template link comes to you by e-mail. Click the link and the template shows up like magic in your own MailChimp account, ready for you to adapt, personalize, and send to your precinct voters—Dems and NPAs.

For the 2018 Midterms and 2020 General elections, a team of people researched and compiled a newsletter specifically geared to NPAs, comparing candidates' positions on issues. This newsletter template was available for PCs to customize for their precincts. **Note:** Research tells us that **NPAs do not take kindly to partisan appeals**. They want to be respected for their independence and need good reasons to vote for a candidate.

See sample Precinct Newsletters included in this Manual (after page 55) and stored in INSIDER. <http://insider.sarasotadems.org/>

Send Bulk E-Mails via Google Mail, MailChimp, Constant Contact, or other digital marketing platform

IMPORTANT E-Mail Etiquette: Always use Bcc., blind copy! Voters did not give you permission to distribute their e-mail addresses to other people. Voters will be angry if you forget to do this. (We all forget, once.)

Set up an E-mail Account for your precinct, so that all your PC communications are segregated in that account.

Example of E-mail address format:

SRQprecinct#@gmail.com For example: srqprecinct203@gmail.com

Social Media – Face Book, Twitter, Texting

One of the advantages of social media is that it gives you the ability to connect with many people in a matter of seconds. You can use social media engagement as a tool to build relationships with key people you wish to connect with. One of the most powerful ways to engage is by creating “win-win” relationships by tweeting, liking, and sharing content, creating win-win relationships.

Create A Face Book Account

1. Go to www.facebook.com/r.php
2. Enter your name, email or mobile phone number, password, date of birth and gender.
3. Click **Sign Up**.
4. To finish creating your account, you'll need to confirm your email or mobile phone number.
5. The next step: You will be asked to find your friends in Facebook via your Gmail ID, Skype or other mail service.
6. You can skip this option by clicking “Skip this Step” option.
7. Next Step: Fill in your Profile Information. For example, your School, College and Employee details.
8. Now Add your Profile Picture.
 - a. You can upload a picture from your computer, or
 - b. You can take a picture from your webcam.
9. Now that your new Account has been created, “Like” the SCDP page and our caucus pages on Facebook
https://www.facebook.com/sarasotadems/?ref=br_rs
10. Join our **Sarasota Precinct Captains** Facebook page. This is a closed group just for PCs. Find all kinds of notifications
On Facebook, go to Sarasota Precinct Captains and click “Join.” You will be approved as a member by one of the Administrators.
11. Consider setting up a Facebook Group for your Precinct

How To Build Up Face Book Followers

- Post great content
- Write a professional bio
- Use hash tags
- Place a widget on your blog
- Engage with others
- Make sure your content is shareable
- Reshare other people's content
- Reach out to influencers
- Stay active
- Follow other users

Create A Twitter Account - Go to www.twitter.com

1. Choose a profile name. This is the name you'll be known as on Twitter (also know as your @name). ...
2. Add a photo of you, not your logo. ...
3. Complete your bio. ...
4. Add your website address. ...
5. Follow some people. ...
6. Get tweeting. ...
7. Check your mentions regularly.

Mass Texting:

The Party will provide opportunities to volunteer by sending text messages to targeted databases of cell phone users, via apps such as "Impactive." Use your own phone, but you will not be identifiable to the message recipients.

To request a texting campaign to send to your precinct voters, contact Pam Newberry pjnewberry@gmail.com.

941 Exchange Phone #:

Check into **Google Voice**-- you get a **free phone** number for **calls**, text messages, and voicemail. You can use the apps on smartphones and computers, and you can link your number to any **mobile** or landline number.

Sarasota County Democratic Party Year-Round Voter Registration & Vote By Mail Sign Up

Volunteers for SCDP attend many community Voter Registration/Vote By Mail events. We are given clipboards/forms/pens/pin. We work the crowd, help voters complete the forms, and return our packet to either Democratic Headquarters or South County Office within 48 hours. The completed forms are then submitted to the Supervisor of Elections (SOE). The voter then receives a Voter Registration Card in the mail (showing their voting location).

Who Can Register to Vote?

- US Citizen & Florida resident who will be 18 on next Election Day (Eligible felons who have completed the terms of their sentence can register, as of 1/8/19.)
- Our SCDP group can register any Floridian from any county (the form will be forwarded to the SOE in that county).

Completing the Voter Registration Form:

- The rows with a black line on the left of the Form are required (please note the signature line includes TODAY'S DATE)
- All other fields on the form are optional. Attempt to get as much optional information as you can, especially the phone number and email address. Why? If there's a problem with the form, we can call the person and resolve it quickly.
- The volunteer completes the application (making sure to fill in all required information and making sure it's legible) and then gives it to the person to sign it and date it.
- We cannot push the applicant to check the Democratic box; we register for all political parties! It is important to explain that only registered Democrats or Republicans may vote in a Primary election.
- As a SCDP volunteer, we sign and date the back of the form.
- If you need to void a form, no problem – just mark it VOID & place it in your clipboard so the voided form can be shredded.

Who Can Register to Vote by Mail?

- Florida residency for voting purposes is defined as owning or renting in Florida for a significant number of months (3+) and thinking that someday the person will live here permanently. People who do this and don't have a Florida driver's license or Florida ID will register using the last 4 digits of the Social Security number and they will Vote By Mail.
- Note – a voter can have their Vote By Mail sent to their Sarasota County address or another address (for example – snow birds or anyone living away from home)

Completing the Vote By Mail Form:

- 6 Rows on the Form are required + optional email address
- If a person's Vote By Mail is going to expire the Supervisor of Elections will send a postcard to that voter explaining how to renew the Vote By Mail. **All Vote By Mail will expire after the 2022 election and new paper requests must be completed, signed and returned to the Supervisor of Elections. This process will be repeated for EVERY subsequent election cycle (2 years).**

Best Practice:

- It is suggested that volunteers complete a Voter Registration Training. These trainings are done virtually monthly and more frequently in election years.
- Do not offer Vote By Mail registration unless you believe that the person will be voting for Democratic leaning candidates.
- Smile and be approachable.
- Wear any democratic t-shirts or pins (or not!) depending on your comfort level and the directions given by the coordinator of the event.
- **Double-check the forms before the person walks away!**

Helpful Information:

- www.Sarasotavotes.gov contains a voter's demographic information, voting history (not candidate) and complete vote-by-mail record. Encourage people to check this website. **VBM must be renewed after every General Election cycle (every 2 years).**
- Sarasota Supervisor of Elections Ron Turner office phone number: 941-861-8618

Voters have the option to register online:

Online Voter Registration: [RegisterToVoteFlorida.gov](https://www.RegisterToVoteFlorida.gov)

We must tell them about that option, per 2021 election law, and that they have the option to personally deliver or send in their paper form vs. entrusting it to us.

Sarasota County Voter Registration Coordinator – Job Description

- Acts as the coordinator for the all Voter Registration Events
- Assumes responsibility for official Florida Voter Registration and Vote By Mail forms (new and completed forms)
- Leads Voter Registration canvassing teams by providing coaching, training, and direction in the field assuring all volunteers are trained and comfortable with the Voter Reg Form and the Vote By Mail Form
- Is available to the volunteer team during entire Voter Registration Event
- Complies with best practices for Voter Registration (be approachable, non-confrontational, helpful)
 - Is responsible for completed VR and VBM forms. Takes responsibility to deliver the forms to the Sarasota Supervisor of Elections.

Sarasota County Voter Registration Captain – Tips & Tricks

- Make sure you have the cell numbers of all your volunteer team, especially if they will be out of sight during the event
- Make sure your volunteer team has your cell number in case they have questions while working an event

Updated September 2021, Jo Bloom

Can a “Snowbird” Register to Vote in Florida? YES - Here’s How:

Considerations:

- You cannot vote in two states. If you choose to vote in Florida, you give up your right to vote in your alternate state.
- To register to vote in Florida, and specifically in Sarasota County, you must be:
 - At least 18 years old,
 - A citizen of the United States of America.
 - A legal resident of Florida and Sarasota County (see paragraph below).

Contrary to popular belief, you do NOT need to spend six months and a day in Florida to vote here, nor do you need to own real estate. You can be both a legal voting resident of Florida and a taxpaying resident of another state. The so-called “183-day rule” is a residency rule used by many states for taxation purposes; it has nothing to do with voter registration in Florida.

The Florida Division of Elections states unequivocally: “**Legal residency is not defined in law.** Over the years, the courts and the Florida Department of State/Division of Elections have construed legal residency to be **where a person mentally intends to make his or her permanent residence for purposes of registration.**” (emphasis added) (“Voter Residency in Florida DE Reference Guide 0003 Updated 06-2019”)

Please note that while one’s intention to make Florida her or his permanent residence is *subjective*, factual circumstances should support that intent – for example, owning or renting property in Florida, using a Florida address for homestead filings, etc. Please also be aware that registering to vote in Florida might impact residency definitions for taxation, homestead exemption, or other purposes in the state where you are currently registered. Please check with your tax or legal advisor about this.

How to Register:

Print out and complete the [Florida Voter Registration Form](https://dos.myflorida.com/media/702368/dsde39-eng-pre-7066-with-2019-addresses.pdf) at <https://dos.myflorida.com/media/702368/dsde39-eng-pre-7066-with-2019-addresses.pdf> and mail it to the address provided.

Some specifics:

In [Question 5](#), where you are asked for a Florida Driver License or Florida ID Card (issued by the Dept. of Highway Safety and Motor Vehicles), you are instructed to provide the last four digits of your Social Security number if you do not have either of these cards.

In [Question 7](#), “Address Where You Live,” provide your Sarasota County address.

In [Question 8](#), “Mailing Address,” provide the address where you want the Voter Information Card sent.

In [Question 9](#), “Address Where You Were Last Registered to Vote,” provide your most recent voting address so that the Sarasota County Supervisor of Elections can contact your previous jurisdiction to cancel your voter registration there.

The Sarasota County Supervisor of Elections will mail your Voter Information Card to your preferred mailing address (either your Sarasota County or alternate address). To get your ballot mailed to you after you register to vote, sign up for [Vote by Mail](#). You may do so either online

at www.sarasotavotes.com or by calling the Sarasota County Supervisor of Elections at 941-861-8618. Vote by Mail ballots are generally mailed about one month before the Primary Day or Election Day, so you must provide the address where you will be at that time. (If you include your email address on your Vote by Mail application, the Supervisor of Elections will notify you when your Vote by Mail ballot is en route.) The Post Office will NOT forward a Vote by Mail ballot. We highly recommend Voting by Mail as a safe, secure way to vote.

Note: Florida is a closed primary state, so you must register as a Democrat to vote in a state Democratic Primary. If you register without a party affiliation, you may vote only in the General Election. The deadline to register is 29 days before a primary or an election.

How to Vote if You Will Be in Florida During an Election Season:

You may go to the Polling Location on your Voter Information Card or, during Early Voting, to any Early Voting Polling Location in Sarasota County. However, for greatest safety both during and after the current COVID-19 health crisis, we recommend that you Vote by Mail (see above).

Voters who go to their polling place must present a valid photo ID with signature. The ID does not need to display your Florida address, but merely show your photo and your signature. Note that you may not use your out-of-state driver license at the polls.

Among acceptable IDs for in-person voting are a U.S. passport, a debit or credit card, military or student identification, neighborhood association card, and an employee identification card issued by any entity of the federal government, a state, a county, or a municipality. For a full list of acceptable identification, go to <https://dos.myflorida.com/elections/for-voters/voting/election-day-voting/>

How to Vote If You Will NOT Be in Florida During an Election Season:

After you register to vote, sign up to Vote by Mail (see above). Request that the ballot be mailed to the address where you plan to be about one month before any election. You must provide your address to the Sarasota County Supervisor of Elections before every election to ensure that your Vote by Mail ballot arrives at the correct address.

Example: You own property in Buffalo, NY, and you rent in Sarasota, FL. You go back and forth between both residences. You want to vote in Florida and not in New York. You can legally vote in Florida by registering to vote in Florida and then either going to the polls with a photo and signature ID or by signing up to Vote by Mail and requesting that your ballot be sent to the address where you will be about one month before any election. Remember to notify the Supervisor of Elections before the next election as to where you want your ballot sent. The Post Office will NOT forward a Vote by Mail ballot.

Rev. **May 2020**

Voter Registration Form

Online Voter Registration: RegisterToVoteFlorida.gov

Florida Voter Registration Application Part 1 – Instructions (DS-DE 39, R1S-2.040, F.A.C.)(eff. 10/2013)		Información en español: Sírvase llamar a la oficina del supervisor de elecciones de su condado si le interesa obtener este formulario en español.	
<p>To Register in Florida, you must be:</p> <ul style="list-style-type: none"> • a U.S. citizen, • a Florida resident, • at least 18 years old (you may pre-register at 16 or 17, but cannot vote until you are 18). <p>If you have been convicted of a felony, or if a court has found you to be mentally incapacitated as to your right to vote, you cannot register until your right to vote is restored.</p> <p style="color: red; font-weight: bold;">If you do not meet any ONE of these requirements, you are not eligible to register.</p> <p style="text-align: center;">Questions?</p> <p>Contact the Supervisor of Elections in your county: dos.myflorida.com/elections/contacts/supervisor-of-elections Visit the Florida Division of Elections' website at: dos.myflorida.com/elections</p> <p>CRIMINAL OFFENSE: It is a 3rd degree felony to submit false information. Maximum penalties are \$5,000 and/or 5 years in prison.</p> <p>PUBLIC RECORD: Once filed, all information including your phone number and email address as provided become public record except for the following which can only be used for voter registration purposes: your FL DL#, FL ID#, SSN, where you registered to vote, and whether you declined to register or to update your voter registration record at a voter registration agency. Your signature can be viewed but not copied. (Section 97.0585, Fla. Stat.)</p>	<p>Where to Register: You can register to vote by completing this application and delivering it in person or by mail to any supervisor of elections' office, office that issues driver's licenses, or voter registration agency (public assistance office, center for independent living, office serving persons with disabilities, public library, or armed forces recruitment office) or the Division of Elections. Mailing addresses are on page 2 of this form.</p> <p>Deadline to Register: The deadline to register to vote is 29 days before any election. You can update your registration record at any time, but for a Primary Election, party changes must be completed 29 days before that election. You will be contacted if your new application is incomplete, denied or a duplicate of an existing registration. Your Voter Information Card will be mailed to you once you are registered.</p> <p>Identification (ID) Requirements: New applicants must provide a current and valid Florida driver's license number (FL DL#) or Florida identification card number (FL ID#). If you do not have a FL DL# or FL ID#, then you must provide the last four digits of your Social Security number (SSN). If you do not have any of these numbers, check "None." If you leave the field and box blank, your new registration may be denied. See section 97.053(6), Fla.Stat.</p> <p>Special ID requirements: If you are registering by mail, have never voted in Florida, and have never been issued one of the ID numbers above, include one of the following with your application, or at a later time before you vote: 1) A copy of an ID that shows your name and photo (<i>acceptable IDs</i>—U.S. Passport, debit or credit card, military ID, student ID, retirement center ID, neighborhood association ID, or public assistance ID); or 2) A copy of an ID that shows your name and current residence address (<i>acceptable documents</i>—utility bill, bank statement, government check, paycheck, or other government document).</p> <p>The special ID is not required if you are 65 or older, have a temporary or permanent physical disability, are a member of the active uniformed services or merchant marine who is absent from the county for active duty, or a spouse or dependent thereof, or are currently living outside the U.S. but otherwise eligible to vote in Florida.</p> <p>Political Party Affiliation: Florida is a closed primary election state. In primary elections, registered voters can only vote for their registered party's candidates in a partisan race on the ballot. In a primary election, all registered voters, regardless of party affiliation, can vote on any issue, nonpartisan race, and race where a candidate faces no opposition in the General Election. If you do not indicate your party affiliation, you will be registered with no party affiliation. For a list of political parties, visit the Division of Elections' website at: dos.myflorida.com/elections.</p> <p>Race/Ethnicity: It is optional to list your race or ethnicity.</p> <p>Boxes: Please check boxes <input type="checkbox"/> where applicable.</p>		
Numbered rows 1 through 7 and 12 must be completed for a new registration.			
Florida Voter Registration Application Part 2 – Form (DS-DE #39, R1S-2.040, F.A.C.)(eff. 10/2013)		The downloadable/printable online form is available at: registertovoteflorida.gov	
This is: <input type="checkbox"/> New Registration <input type="checkbox"/> Record Update/Change (e.g., Address, Party Affiliation, Name, Signature) <input type="checkbox"/> Request to Replace Voter Information Card			
1	Are you a citizen of the United States of America? <input type="checkbox"/> YES <input type="checkbox"/> NO	OFFICIAL USE ONLY	
2	<input type="checkbox"/> I affirm that I am not a convicted felon, or if I am, my right to vote has been restored.		
3	<input type="checkbox"/> I affirm that I have not been adjudicated mentally incapacitated with respect to voting or, if I have, my right to vote has been restored.		
4	Date of Birth (MM-DD-YYYY) <input type="text"/> - <input type="text"/> - <input type="text"/>	FVRS No: <input type="checkbox"/> I have NONE of these numbers.	
5	Florida Driver License (FL DL) or Florida identification (FL ID) Card Number <input type="text"/> - <input type="text"/> - <input type="text"/> - <input type="text"/>	If no FL DL or FL ID, then provide: <input type="text"/>	Last 4 digits of Social Security Number <input type="text"/>
6	Last Name <input type="text"/>	First Name <input type="text"/>	Middle Name <input type="text"/> Name Suffix (Jr., Sr., I, II, etc.): <input type="text"/>
7	Address Where You Live (legal residence-no P.O. Box) <input type="text"/>	Apt/Lot/Unit <input type="text"/>	City <input type="text"/> County <input type="text"/> Zip Code <input type="text"/>
8	Mailing Address (if different from above address) <input type="text"/>	Apt/Lot/Unit <input type="text"/>	City <input type="text"/> State or Country <input type="text"/> Zip Code <input type="text"/>
9	Address Where You Were Last Registered to Vote <input type="text"/>	Apt/Lot/Unit <input type="text"/>	City <input type="text"/> State <input type="text"/> Zip Code <input type="text"/>
10	Former Name (if name is changed) <input type="text"/>	Gender <input type="checkbox"/> M <input type="checkbox"/> F	State or Country of Birth <input type="text"/> Telephone No. (optional) (<input type="text"/>)
11	<input type="checkbox"/> Email me SAMPLE BALLOTS if option is available in my county. (See Public Record Notice above) My email address is: <input type="text"/>		
Party Affiliation	Race/Ethnicity (Check only one)	(Check only one if applicable)	
(Check only one. If left blank, you will be registered without party affiliation) <input type="checkbox"/> Florida Democratic Party <input type="checkbox"/> Republican Party of Florida <input type="checkbox"/> No party affiliation <input type="checkbox"/> Minor party (print party name): <input type="text"/>	<input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black, not of Hispanic Origin <input type="checkbox"/> Hispanic <input type="checkbox"/> White, not of Hispanic Origin <input type="checkbox"/> Multi-racial <input type="checkbox"/> Other: <input type="text"/>	<input type="checkbox"/> I am an active duty Uniformed Services or Merchant Marine member <input type="checkbox"/> I am a spouse or a dependent of an active duty uniformed services or merchant marine member <input type="checkbox"/> I am a U.S. citizen residing outside the U.S.	
12	Oath: I do solemnly swear (or affirm) that I will protect and defend the Constitution of the United States and the Constitution of the State of Florida, that I am qualified to register as an elector under the Constitution and laws of the State of Florida, and that all information provided in this application is true.	SIGN/MARK HERE 	<input type="checkbox"/> I will need assistance with voting. <input type="checkbox"/> I am interested in becoming a poll worker. Date <input type="text"/>

Voter By Mail Form

Online Voter Registration: [RegisterToVoteFlorida.gov](https://www.RegisterToVoteFlorida.gov)

VOTE-BY-MAIL REQUEST FORM

Ron Turner
Supervisor of Elections
Sarasota County



You may request a vote-by-mail ballot for one election or all elections through 2022.

VOTE-BY-MAIL REQUEST (ALL information needed for verification purposes. Please Print.)

1. _____ 2. _____
Name of Voter (First/Middle/Last) Date of Birth

3. _____ OR _____
Florida Driver License # OR Florida Identification Card # Last 4 Digits of SSN

4. _____ City _____ State _____ Zip _____
Address Where You Live (Legal Residence/Not a P.O. Box)

5. _____ City _____ State _____ Zip _____
Address Where You Want Your Vote-by-Mail Ballot Mailed

6. Check Election(s) to Receive a Vote-by-Mail Ballot:

All elections through 12/31/2022

Town of Longboat Key Referendum - 11/2/21

City of Venice General Election - 11/2/21

7. _____ Date _____ Phone _____
Voter's Signature (Required)

E-mail _____

REQUESTER INFORMATION

Vote-by-mail ballots can be requested only by the voter, voter's immediate family, or legal guardian.
If the requester is someone other than the voter, the requester must provide the following additional information.

Requester's Name (Please Print) Relationship to Voter

Requester's Florida Driver License # OR Requester's Florida Identification Card # OR Requester's Last 4 Digits of SSN

Requester's Address City State Zip

Requester's Signature (Required) Date

THINGS TO KNOW

You may request a vote-by-mail ballot by completing this form and mailing it to the address at the bottom of the page, or emailing it to VoteByMail@SarasotaVotes.com, or faxing it to 941.861.8617.

When requesting a vote-by-mail ballot, please remember the following:

- You must be registered to vote in Sarasota County by the registration deadline, 29 days before election day.
- A request for a ballot to be mailed must be received in the elections office by 5 p.m. on the 10th day before election day.
- Voted ballots must be received in the elections office by 7 p.m. on election day.
- Vote-by-mail ballots cannot be forwarded or held by the U.S. Post Office. If a ballot is returned to our office as undeliverable, all future requests may be canceled.
- You may track the status of your vote-by-mail ballot at [SarasotaVotes.com/VotebyMail](https://www.SarasotaVotes.com/VotebyMail).

Ron Turner, Supervisor of Elections, PO Box 4194, Sarasota FL 34230-4194, 941.861.8618

(Revised 07/2021)

VOTER OUTREACH AT THE POLLS

POLLING PLACE GREETING INSTRUCTIONS, GENERAL ELECTION 2020

Thank you for being a Greeter! We have three primary goals today:

---Get our Sarasota County Democratic Party Recommendations sheet (AKA Sample Ballot or Slate Card) into the hands of voters

---Provide information to voters who experience problems: VOTER PROTECTION HOTLINE #: 941.234.9440 and document/report any disruptions outside the polling place

---Encourage voters to sign up to Vote by Mail in future elections –and to get on our SCDP e-mail list

WHAT TO DO IF YOU OBSERVE POSSIBLE VOTER INTIMIDATION

If someone is confrontational, just smile and say, “We’ll have to agree to disagree.” Arguing won’t get you anywhere with a rabid Trump supporter. **DO NOT ENGAGE -- THAT’S WHAT THEY WANT US TO DO.**

Voter intimidation is against the law. You should not hesitate to speak up and seek help if something doesn’t feel right.

Here’s how to recognize and respond to potential voter intimidation issues:

People cannot block access to a polling place.

Any civilian displaying a firearm near a polling place is in violation of Florida law.

Verbal threats are also illegal.

Here’s how to respond to such occurrences:

- Do not directly confront antagonists.
- If you observe a problem within the 150-foot no-solicitation zone, and it is an **emergency**, you should call **911**. If it is a **non-emergency**, call the **Supervisor Of Elections (SOE) at 941-861-8619** and report the matter. The SOE will determine whether the Sheriff should be contacted. Also call our **Voter Protection Hotline at 941.234.9440**.
- If you observe a problem beyond the 150-foot no-solicitation zone, and it is an **emergency**, you should call **911**. If it is a **non-emergency** but you want to request police presence, call **941-316-1201**, the general dispatch number for law enforcement. Also call our **Voter Protection Hotline at 941.234.9440**.
- Report any possible voter intimidation to our Voter Protection Hotline. 941 234 9440. We are in regular contact with the SOE and law enforcement.
- We work to ensure there are always two people on a shift. At the beginning of each shift designate one person to make calls & work with any officials involved (get

names & badge numbers) and one to use their phone to video-document the situation.

When You Arrive: Introduce yourself to other workers there –even Republicans. Early Voting sites will be set up according to need/volume of voters. You may have a tent, chairs and table at your site. You’ll be notified via email of what to bring with you (water, sunscreen, **your own chair**, etc).

Stay Outside the 150’ Zone

Because of a 2020 change in the law, you and all materials must now be at least 150 feet from the polling place door. The election workers mark where this is. Look for red and white poles announcing the 150 feet mark. The sign will say “No Solicitation Beyond This Point.” **DO NOT PASS THIS POINT TO TALK TO A POTENTIAL VOTER.** You can go inside the polling building and proudly wear your Democratic t-shirts, hats, pins into the building use the facilities, but you can’t solicit a voter or even talk/approach a voter within that 150 ft marker.

Most voters will not come to the table due to the distance.

Greeter stations will have large signs saying ‘**Sample Democratic Ballots Here.**’ We hope the signs will lure people over. Be sure they are posted to best attract attention.

Be proactive and Talk to Voters Outside of the 150’ marker:

As people drive up, wave a **Democratic Sample Ballot sign; some voters will stop and happily receive the Ballot recommendations thru the car window. Don’t just sit at the table; approach people wherever / however you can, outside 150’.** Make eye contact, smile, and say hello to each voter. Be **proactive:** “Hi, are you here to vote? Would you like a sample ballot/slate card?” For voters leaving the polling place, “Thanks for voting. Would you like to get one email per week from the Sarasota Democratic Party with upcoming events?” Offer the volunteer sign-up sheet. Ask, “Are you signed up to Vote by Mail? Would you like a request form for future elections?” Offer stickers, pins, or other Dem items available at your table.

Supplies

There will also be cardboard cutouts of Joe Biden and some other fun handout items. You will have Vote by Mail applications and Email Sign-up forms in your supply kit. We recommend that YOU are the only one to handle the email sign up clipboard – due to COVID precautions, AND your readable penmanship recording the voter’s information. For the Vote By Mail clipboard, ask the voter to sanitize their hands BEFORE they complete the form and then afterwards, use a Lysol Wipe or Purell the pen to prepare for the next voter. These sanitizing items will be in your supply kit.

Encouraging Voters to Sign up for Vote by Mail – for 2022

We know that **VOTERS WHO SIGN UP TO VOTE BY MAIL (VBM) VOTE AT A HIGHER RATE THAN VOTERS WHO DO NOT SIGN UP FOR VBM**. For people who are reluctant to sign up, point out that if they want to go to the polls to vote even after signing up for VBM, they can still do so. A VBM ballot is a form of insurance in case they become ill or busy before Election Day. They can even hand deliver their VBM ballot to a SOE Office or an Early Voting site before Election Day. There are Vote By Mail boxes at every Early Voting location **INSIDE** the polling location. And once they mail in the ballot, they can track it by phone or online to make sure it has been received and tabulated. If the voter says he/she will sign up for VBM later, press just a bit more and say that if the form is filled out now, the party will turn it in, saving the voter the need to do so.

What To Do if Voters Experience Problems Voting

We will have trained **Poll Watchers** inside Early Voting sites at least part of the time and at **MANY VOTING SITES** on Election Day. At some sites, **Outside Poll Observers** will also be present. However, since not all polling sites will be covered in this way at all times, please be alert for voters coming out of the polling place appearing upset. (Voters who had to vote provisionally, perhaps because they did not have proper identification, will come out of the polling place holding a piece of paper called a “notice of rights.”) Black & white signs at your Greeter Station encourage voters to inform you of problems they experienced or observed, and voter protection attorneys are available by phone. **WE WANT TO BE INFORMED OF ANY AND ALL PROBLEMS: You are our eyes and ears.**

Call the number below, or ask the voter to call. (Let the voter use your phone if necessary). We want to speak to any voter who cast a **provisional ballot**; they may need to provide additional information for their vote to be counted. If they don't want to take the time to speak to our attorney, try to get their name and contact information and use the Incident Report form attached here. Then call the hotline when you can.

****VOTER PROTECTION HOTLINE – 941-234-9440**

Afterwards

When you are done with your shift, please do NOT leave until your next shift arrives. If no one arrives, call your coordinator! If you have any issues or need help – contact your coordinator. At some sites, a separate team is responsible for the yard signs and set up/take down; at some sites, it is done by Greeters.

Thank You – Your help is **very much** appreciated! (

Precinct Captains & Associates
SCDP NAME BADGE and/or BUSINESS CARD ORDER FORM

SCDP Policy: PCs receive 1 free item, either a name badge or 250 SCDP business cards. Precinct Associates: We are unable to provide a free item, but wish we could :-)

Name badge: \$10 250 Business Cards: \$10

Payment: Pay by cash, or check payable to Sarasota County Democratic Party (SCDP)

Mail this form and your payment (if payment is needed) to

Louise Machinist, 1100 Imperial Dr., Unit 206, Sarasota FL 34236

PLEASE PRINT

Please order the checked item/s for me: ____ Badge ____ Business Cards

NAME as you want it on your badge and/or card

PRECINCT # _____

PHONE #: _____

EMAIL ADDRESS:

SCDP PRECINCT MAILING PROCEDURE

Help Us to Help You Make the Most of Your Mailings

The SCDP supports Precinct Leaders in communicating with their precinct's residents. When possible, we will assist with postage and some of the materials necessary for such mailings. Contact Diane Wulterkens at Headquarters to discuss available materials, allowing adequate time for collaboration and coordination of your mailing.

Note: Due to budget constraints, precincts that have not recently received funding will be given priority. We are unable to pay for printing outside of Headquarters, nor can we pay for color printing or folding letters or flyers. **Emails should be used in lieu of mailings, when available since they can cut down on mailing costs. Mailings will be more effective when supplemented with phone calls, canvassing, text messaging and emails. We will pay for bulk mailing (over 200 pieces) from a precinct once a year.**

Some examples of letters that are sent out to a precinct might include, but are not limited to:

- Letters from New Precinct Captains to introduce themselves to your precinct
- Letters welcoming Newly Registered Voters; Democrats and/or NPAs or Others
- Invitations to Meet and Greets, Precinct Team Building Events, and Candidate Events
- Newsletters only if they are different from SCDP's mailings and with prior approval – through Diane.
- Letters and flyers are preferred because we can add enclosures. Post cards are discouraged.

We will supply the following as needed:

- Postage as headquarters determines as appropriate
 - First class letter stamps (We don't give out stamps, but will affix postage at Headquarters)
 - Bulk rate postage for letter mailings greater than 200 (Business Bulk is about half the price of first-class mail.)
- Paper for letters, flyers, etc. (colored paper may be available for flyers) or post cards if available.
- Copying, in black ink only, if a word file, pdf, or a clean copy is available.
- Address labels appropriate for the mailing (this may vary based on the type of mailing).
- Additional materials to include in your mailings.
 - Candidate or issues information and other materials as available
 - Vote by Mail prefilled or blank application forms
 - Relevant Rack Cards
- Referrals to others in the party who can help – see contact information.
- Some examples of letters, newsletters, and flyers.

What we need from you:

You have the primary responsibility for producing your mailings to the greatest extent possible using precinct volunteers, but Headquarters may help, if available, by request. Requests for help and supplies need to be made in plenty of time – not at the last minute. In order to ensure accuracy of information and to avoid redundancies or communications, please submit your mailing materials in draft form to Diane Wulterkens, or her designee, for approval in plenty of time before printing unless you are using a pre-approved SCDP newsletter template.

- Don't seal your envelopes--HQ will include other timely materials
- Your letters with your letterhead
- Addressed envelopes as determined by Headquarters

- Return address as appropriate
 - With your address if it is a smaller mailing
 - Headquarters address is required for Bulk Rate Mailings
- **Your people should help to put the mailing together; your help is appreciated and expected**
- Time to work together to communicate and collaborate so that mailings can be sent out in a timely manner

- Your data in the form of an Excel file so we can have Business Bulk Barcoded labels created. This is for bulk mailings (over 200 pieces)
- **You are encouraged to write a separate letter for Newly Registered – No Party Affiliates. We will not enclose VBM forms for NPAs.**
- **It is recommended that you only send NRV letters quarterly, for the sake of efficiency.**
- **COMPLETED COPY OF THE ATTACHED FORM FOR ALL MAILINGS.**

Resources:

Planning and general questions: Diane Wulterkens, dlwulterkens@gmail.com
Headquarters 941-330-9400

Mailing form on following page.

Mailing Form

Must be completed in collaboration between Headquarters and the Precinct Captain: PLEASE PRINT.

When Diane is not present in the office, you can drop off your mailings in a designated basket at HQ and fill out the form provided.

Name _____ Precinct # _____ Date needed sent _____

Phone # _____ Email _____

Type of mailings _____ Number of mailings _____ Number contacted by email _____

Are you a Precinct Captain? _____ If no, who authorized this mailing? _____

Notes: _____

Requesting a Mobilize Event and/or Zoom Meeting

All **Mobilize Events** will be set up primarily by 3 people: Johanna Freeman, Linda Heller or Linda Spoolstra, who are trained and understand the process. Their contact info is below, plus the areas they handle.

1. Requesting a **Zoom Meeting** set up: Request a Zoom meeting to be set up by one of the folks listed at the end of this document. (See "Getting a Zoom Link") Once they create the Zoom Event, they will send only to you and possibly one other person involved with the Zoom Meeting. Verify that the details are correct.

2. Then Email the Zoom link to the person who will create the Mobilize Event, along with the following information:

What information to provide: See Mobilize Event Application Form

Event Name:

Event Date(s) and Time(s):

Location: (Virtual or actual address) Description: (What will your event be about): Registration

Confirmation Email:

Clarification: When someone registers on your Mobilize link, further information about your Event will be emailed to them. The information is sent at time of registration, 1 day before, and the day of the Event.

Is this a Zoom call? Obtain and email the Zoom event link with this request, and the Mobilize Event will be created and the link will be inserted in the Registration Confirmation Email. This will provide a level of security.

Contact Name, Email and Phone:

Photo: Any specific photo you want, or ask us to use our discretion Visibility: Public or Private?

Public Event: this will be placed on the www.sarasotadems.org calendar and shown on the 3 Week Rolling Calendar.

OR

Private Event: you only want to email the link to specific folks to join.

We will send to you after the event is created, reviewed and submitted.

Note:

If there is any specific data reporting you need, you need to share and identify specific details for possible reporting later (now or in future months.) We have a way to categorize the Mobilize event so reporting can be done.

Who typically creates what Type of Mobilize Event:

Johanna Freeman email: johannawfreeman@gmail.com

Types: Phone Bank, Meeting, Community Event, Fundraiser and Meet & Greet Audience: Executive Committee, Area Leaders, Precincts, Clubs and Caucus

Linda Heller email: arnmos28@gmail.com

Types: Voter Registration, Training (for Voter Registration, Vote by Mail and N2N), Canvass, Voter Reg Phone Banks Audience: Voter Registration Coordinator, Executive Committee, Area Leaders, Precincts, Clubs and Caucus

Linda Spoolstra email: Spoolstra@msn.com

Types: Training: Training Events done by the Training Team
Audience: Executive Committee, Area Leaders, Precincts, Clubs and Caucus

Note: Johanna Freeman, Linda Heller and Linda Spoolstra will act as a Team if needed to create specific Events if one needs help or is on vacation.

Other:

Annie Bollmeier

Type: Assist as needed in Training or creating a Mobilize Event for Johanna Freeman, Linda Heller and Linda Spoolstra

Barb Relles

Type: Meeting or Meet & Greet but only for Environmental Caucus

Pam Nolan

Type: Varies, based on Englewood Democratic Club, Englewood Precincts, SoCo Office Projects

Mobilize Event Attendees:

Attendee List can be provided to the Host if requested, prior to the Event.

The Host of the Event needs to confirm roll call and send this information to the person that set up the Event. Add any additional attendee names.

The Mobilize Event attendees will be flagged as Completed or Declined or No Show by the person that set up the Mobilize Event.

Getting a Zoom Link

If you need a Zoom Account set up for your Mobilize Event consider reaching out to one of these folks with your Event Name, Date, Time, Duration and Capacity needed

Below is a list of people that have a Zoom Account to request, subject to change

Joanne DeVries Annie Bollmeier Linda Spoolstra Gretchen Lienhop

jdv.devries8@gmail.com bollmeieral@gmail.com spoolstra@msn.com galienhop@gmail.com

300 capacity 300 capacity 100 capacity 100 capacity 100 capacity

Election Preview: 2021-2022

Organize **NOW** to be ready for success **THEN**.

City of Venice General Election	November 2, 2021	October 4, 2021: Last date to register
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Join the SCDP in action to elect Sandy Sibley

August 23, 2022 Florida Primary (Closed)

Florida is a Closed Primary state. Voters can participate in partisan primaries only if they are registered in that Party. Goal: Persuade No Party like-minded voters to register as Democrats and help choose strong Democratic candidates to run in the General.

Major Primary Goal: Support School Board candidates for the 3 open seats who will protect PUBLIC education against the right wing onslaught. Retire Bridget Ziegler.

November 8, 2022 General Election:

Vote Out Gov. DeSantis! Retire Marco Rubio from Senate!

Put a Democrat in Christian Ziegler's County Commission seat!

And more.

Make sure your precinct voters have information about how the electoral system works in Florida. Download the wonderful VoterGuide from the SOE site (sarasotavotes.com) for all the information you need to communicate accurately with your voters every step of the way.

Bylaws of the Democratic Executive Committee of Sarasota County

Preamble

In regular meeting, **February 14, 2018**, the members of the Democratic Executive Committee of Sarasota County hereby adopted the following Bylaws with amendments to control the operation of said committee.

Article I

Name

The name of this political party shall be the Democratic Party of Sarasota County, **which may also be referred to as SCDP**.

Article II

Governing Body

The governing body of the Democratic Party of Sarasota County shall be the Democratic Executive Committee of Sarasota County, hereinafter referred to as the DECSC.

Article III

Creation and Authority

The DECSC is the organization charged by the Florida Democratic Party with the responsibility for conducting Florida Democratic Party affairs within Sarasota County. The Charter and Bylaws of the Florida Democratic Party shall govern the DECSC, along with these Bylaws. If these Bylaws conflict with the Charter and Bylaws of the Florida Democratic Party, then the Charter and Bylaws of the Florida Democratic Party shall control.

Article IV

Membership

The DECSC membership is composed of Democrats registered in Sarasota County and has two membership categories. Category I memberships are defined in Florida Statutes and the By-Laws of the Florida Democratic Party and recognized by the Supervisor of Elections. Category I members are Elected, Automatic, and Appointed (At-Large).

Category II membership is recognized only within the By-Laws of this organization and is Honorary.

Category I. Voting Members

Section A. Elected Members. Elected members are those persons who are either:

1. Elected to the office of Precinct Committeeman or Precinct Committeewoman on the ballot in the primary designated by the Florida Statutes in a presidential election year. These members shall take office the first day of the month following each presidential general election and shall serve a term of four years.
2. Elected to the office of Precinct Committeeman or Precinct Committeewoman by the DECSC to fill a vacancy in said office in the precinct in which they reside. Persons who wish to be elected must attend a regular meeting of the DECSC and be introduced. Prospective members must then express their intent by filing an application for membership in the DECSC with the Membership Committee at least 21 days prior to the meeting at which their application is to be acted upon. To be considered for membership prospective members must be present at this meeting, elected by a majority of those present and voting and shall take the oath of office.

Once a person is elected in a precinct, even if that person should move out of that precinct and be appointed at-large or to fill a vacancy in the precinct into which he or she moved, for the purpose of eligibility to seek office in the DECSC, such person shall be classified as an Elected Member for the duration of that term.

3. Special At-large status. This position shall be created for the incumbent Precinct Committeeman or Precinct Committeewoman who moves into a precinct where no vacancy exists in that office. The number of these At-large members shall not be included in the number of appointed members to which the DECSC is entitled. These members shall enjoy voting rights and all privileges of membership.

Section B. Automatic Members. Automatic members are those persons who are:

1. Elected Democratic officials within Sarasota County.
2. Presidents of Democratic Clubs **or Caucuses** chartered through the DECSC and by the Florida Democratic Party.
3. Members by virtue of the Florida Statutes.

These members shall take office on the date their official term begins and shall serve only as long as he or she holds the office on which membership on the DECSC is based.

Automatic members shall serve at-large and shall enjoy voting and other privileges of membership except they shall not be officers of the DECSC, unless they are also an elected member as defined in these Bylaws, nor shall they vote on the question of special meetings.

Section C. Appointed Members. Appointed members are those persons who are appointed by the Chair of the DECSC to serve At-large.

Persons who wish to be appointed must attend a regular meeting of the DECSC and be introduced. These persons must be qualified Democratic voters, registered in Sarasota County. Prospective members must then express their intent by filing an application for membership in the DECSC with the Membership Committee at least 21 days prior to the meeting at which their application is to be acted upon. To be considered for membership, prospective members must be present at this meeting; their appointment approved by a majority of those present and voting, and shall take the oath of office.

These members shall take office on the date of the DECSC approval and shall serve for one year. However, their term shall expire immediately prior to the commencement of the next organizational meeting of the DECSC during a Presidential election year. Appointed members may be reappointed by the Chair with the approval of a majority of the members present.

Appointed members shall enjoy voting and other privileges of membership except they shall not be eligible to be officers of the DECSC.

The number of appointed members is limited to ten percent (10%) of the total number of elected members to which the DECSC is entitled.

Section D. Vacancies. A position on the DECSC shall be deemed vacant when a member:

1. Accumulates three (3) or more unexcused absences in any one (1) calendar year.
2. Submits a written resignation.
3. Ceases to be a registered Democrat of Sarasota County.
4. Is removed from office.

When a vacancy is deemed to have occurred, and prior to reporting the effective vacancy to the membership, the Chair shall notify the member in writing, who shall have the right to appeal by giving notice to the Chair or Secretary of the DECSC.

Category II. Non-Voting Members

Honorary Members. Honorary member may be nominated by any DECSC member and elected by a majority vote of those present and voting. Elected for life, honorary membership is granted in recognition of sustained, loyal work for the Party. Honorary members may participate in debate but may not vote or hold office.

Article V

Associate

DECSC Associates are those registered Democrats residing in Sarasota County who wish to make a contribution to the DECSC but have fewer responsibilities than elected or appointed members. Prospective Associates must attend at least one DECSC meeting, be introduced, and must have expressed their intent by filing an application for Associate Status with the Membership Committee at least 21 days prior to the DECSC meeting at which their application is to be acted upon. Prospective Associates must be appointed by the Chair. Associates do not have to take a loyalty oath, do not have attendance requirements, and cannot vote, but may participate in debate at DECSC meetings. The term of an Associate is one year from

DECSC approval. However, during a Presidential election year, their term shall expire immediately prior to the commencement of the DECSC Organizational Meeting.

Article VI

Officers

Section A. Officers

There shall be **elected from the membership of the DECSC six (6)** executive officers:

Chair

First Vice Chair

First At-Large Vice Chair

Second At-Large Vice Chair

Secretary

Treasurer

There shall be two (2) additional officers of the DECSC **elected from the membership of the DECSC.**

State Committeeman

State Committeewoman

To ensure that the diversity of the Democratic Party is fully recognized, at least one of the At-Large Chairs elected shall be of a different race or ethnic background than the Chair. The At-Large Vice Chairs shall perform such duties and have such responsibilities as directed by the Chair or Executive Committee.

Section B. Chair, First Vice Chair and At-Large Vice Chairs

The Chair and **First** Vice Chair, when elected at the scheduled biennial elections, must be of opposite gender **identity. The At-Large Vice Chairs elected must be of differing gender identities.** No two officer positions shall be held by the same DECSC member at the same time during the same term.

Section C. Duties

Each officer shall perform the usual and customary duties of his or her office, those assigned by the Florida Statutes and the Charter and Bylaws of the Florida Democratic Party and the DECSC. It shall be the duty of each officer of the DECSC to become certified as a DEC officer under the Florida Democratic Party or Democratic County Chairs' Association Certification Training consisting of DEC Operations and Coordinated Campaign training within 6 months of taking office, or as available.

1. **Chair.** It shall be the duty of the Chair to: preside at all meetings of the DECSC and of the Steering Committee; appoint the Chairs and the membership of all Standing Committees, the Group chairs and sub-committees within sixty (60) days of assuming office; advise the Secretary of any special meetings in sufficient time for the Secretary to send notice of such meeting to the DECSC membership; approve all checks issued; serve as an ex-officio member of all committees of the DECSC; promulgate an annual precinct organization activity and campaign schedule and campaign budget; serve as the only official spokesperson for the DECSC or to designate a temporary spokesperson; receive resignations of officers and committee members; and excuse members from attendance requirements.

2. **First Vice Chair.** It shall be the duty of the **First** Vice Chair to: a) act during the absence or inability of the Chair to render and perform **their** duties or exercise **their** powers,

b) serve as an ex-officio member of all committees, and c) perform such other duties as the Chair shall direct.

3. **Secretary.** It shall be the duty of the Secretary to: a) attend and keep minutes and records of all membership meetings of the DECSC and submit copies of said minutes and records to the DECSC and the Florida Democratic Party within 20 days, b) keep, file and report on correspondence related to the DECSC, c) retain a membership list of all the members of the DECSC or proxies and guests, at each meeting of the DECSC,

(d) mail written notice of any special meeting at least ten (10) days prior to the date of the meeting except in cases of emergency or as specifically stipulated in these Bylaws; such notice should include an agenda, if possible, and a brief summary of issue items requiring a decision at that meeting, **and** e) perform such other duties as the Chair shall direct.

4. **Treasurer.** It shall be the duty of the Treasurer to: a) deposit any and all funds in such bank(s) as the DECSC may direct, and b) to be responsible for all funds of the DECSC as required by Florida Statutes and the Charter and Bylaws of the Florida Democratic Party, c) keep a record of all receipts and expenditures, pay all legitimate bills, render an accounting of all receipts and expenditures at each meeting of the DECSC and d) file required reports with the Sarasota County Supervisor of Elections and all municipal clerks, as required, arrange for an annual audit of the financial condition of the DECSC and file a copy of the audit with the Florida Democratic Party and the Sarasota County Supervisor of Elections prior to April 1 of the ensuing year, f) transfer all records to the successors in office after all accounts have been audited and approved by the appropriate authorities, g) serve on the Ways and Means Committee, and h) perform such other duties as the Chair shall direct.

5. **State Committeeman and State Committeewoman.** It shall be the duty of the State Committeepersons to: a) facilitate communication between the state and local party, take issues from the DECSC to the State Party and report State business to the DECSC, b) participate cooperatively in DECSC activities, c) participate effectively with the Congressional District Caucus of the State Committeepersons, d) reflect, to the best of their knowledge, the wishes of the DECSC in all votes cast, e) keep the DECSC informed of all changes made in the Charter and Bylaws of the Florida Democratic Party, f) attend all State Executive Committee meetings or, when attendance is not possible, obtain proxies, g) attend all Special State Committee meetings (of which they are members) or when attendance is not possible, obtain proxies, and h) be liaison to all Chartered Democratic Clubs **and Caucuses** of Sarasota County.

Section D. Elections

The executive officers shall be elected at a biennial election meeting of the DECSC held in the month of December following the presidential and gubernatorial general elections (except when otherwise directed by Florida Statutes or the Charter and Bylaws of the Florida Democratic Party) and shall take office immediately upon election. Their term of office shall be two (2) years.

A State Committeeman and a State Committeewoman shall be elected at the DECSC organizational meeting in December following a presidential general election, from among those members elected from the precincts. Their term of office shall be four (4) years and vacancies shall be filled by the DECSC.

A majority of those present and voting is required to elect officers. If there are more than two candidates and no candidate receives a majority of the votes, there shall be an immediate runoff between the two candidates receiving the greatest number of votes.

Section E. Vacancies

1. A vacancy in any officer position shall be effective immediately upon submission of a resignation to another executive officer of the DECSC or when the officer ceases to be a member of the DECSC.

2. A vacancy in the office of Chair shall be filled by the **First** Vice Chair who shall serve as acting Chair until the vacancy is filled by an election held at a regular meeting at least 25 days after the vacancy occurs, but no longer than 45 days, by a majority of the qualified members present and voting. **A vacancy in any office other than Chair may be filled by the Chair's appointment of a DECSC member to serve in an acting capacity until the vacancy is filled by an election held at a regular meeting at least 25 days after the vacancy occurs, but no longer than 45 days, by a majority of the qualified members present and voting.**

3. A vacancy in the position of an incumbent officer who is elected Chair shall be filled at the same meeting, if possible, or within 45 calendar days of the vacancy, by a majority of the members present and voting.

4. In the event of the unexpected absence of both the Chair and **First** Vice Chair at a special or regular meeting, the members may elect one of the elected members of the DECSC to serve as Chair for that meeting or until the Chair or **First** Vice Chair appears and begins to preside.

5. Any officer of the DECSC may be removed from office upon a two-thirds (2/3) vote of the entire membership at a regular or special meeting of the same, provided that there shall have been at least ten (10) days written notice of the purpose of said meeting. Such removal may be for cause, including, but not limited to, malfeasance, misfeasance, neglect of duty, incompetence, permanent inability to perform official duties, and/or conviction of a felony involving moral turpitude.

Article VII

Meetings

Section A. During the presidential election years, the DECSC shall hold an organizational meeting to elect the State Committeeman and State Committeewoman, and the **six** executive officers. Also, during the gubernatorial election years, the DECSC shall hold a meeting during the month of December to elect the **six (6)** executive officers.

Section B. The DECSC shall meet at least once each month in a regular meeting. The regular meeting shall be held on the second Wednesday of each calendar month at 7:30 p.m., **unless timely notice of a change from the regular schedule is provided DECSC members by email or US Mail.** DEC training meetings will be held as part of the regular membership meetings **at such times as determined by the Chair to be necessary and expedient to achieve the DECSCs purposes and good functioning.**

Section C. A special meeting may be called by the Chair, or any fifteen (15) members upon giving no less than ten (10) calendar days' notice by **US Mail**, or e-mail, to **all members of the date, time, place, and matters to be considered/acted upon at such special meeting.** The ten days shall be computed from the date of the mailing of the notice.

Section D. During any regular or special meeting, a majority of the elected and appointed members present and voting may call a special meeting. Notice of such meeting shall be mailed, or e-mailed, to each member not in attendance for such vote. The notice shall comply with requirements of Section C as to place, time, and matters to be considered.

Section E. For any meeting, a member may designate a proxy. The proxy must be a registered Democrat residing in the same area of representation, and not a member of the DECSC. A written statement designating the proxy and the meeting must be either witnessed and signed by two registered Democrats, or subscribed before a notary public, and delivered to the Chair of the DECSC prior to the meeting.

Section F. Forty percent (40%) of the current membership is a quorum. **Before any business is conducted at any meeting, the Secretary and/or their designee shall provide a list of all prospective members eligible for the DECSC at that time.** The attendance record of each meeting of the DECSC shall be maintained as an official record of the DECSC. Absent a quorum at any meeting, a majority of those members present and voting may adjourn to the next regular meeting or a special meeting. If the adjournment is to a special meeting, notice as described in Section C must be mailed, or e-mailed to each member not present at the time of such adjournment vote. Proxies shall be counted for quorum purposes, but shall not be counted for the purpose of avoiding the statutory mandate of forfeiture of office for failure to attend DECSC regular meetings.

Section G. The Chair may appoint a Parliamentarian, refer to **the Parliamentarian** points of order and interpretations of rules and these Bylaws and may adopt the opinions of the Parliamentarian as the ruling of the Chair. However, any member may appeal the ruling to the DECSC pursuant to Robert's Rules of Order, Revised.

Section H. Procedures not controlled by Florida Statute, the Charter or Bylaws of the Florida Democratic Party, or these Bylaws shall conform to Robert's Rules of Order, Revised. **The DECSC may, by a two-thirds vote of those present and voting, adopt special rules to organize discussion and voting on resolutions brought before the DECSC.**

Section I. The Chair, in conjunction with the Steering Committee, shall set the agenda for any meeting subject to change by majority of the members present and voting. The agenda shall be presented to the members prior to the beginning of each meeting.

Section J. All meetings of the DECSC shall be handicapped accessible.

Article VIII

Groups and Standing Committees

The DECSC shall establish the following Committees to further the goals and policies of the Sarasota County Democratic Party and the FDP:

Section A. Standing Committees of the DECSC are: **the Executive Committee**, the Steering Committee, and committees. Each **committee** chair shall determine their objectives subject to review by the Steering Committee and approval of the DECSC. The Chair shall appoint the committee chairs from among the members of the DECSC. Members of each committee within each group shall be appointed by the Chair and/or **committee** chairs. The Chair and **committee** chairs may assign to each committee such duties as are compatible and consistent with these Bylaws. Each committee shall keep records of the meetings held and any votes taken, maintain minutes and attendance records, and shall submit these reports of its activities to the Steering Committee and the DECSC each month.

1. Executive Committee

The Executive Committee shall consist of the officers of the DECSC, together with the immediate past Chair of the DECSC, who shall be an honorary, nonvoting member. The Executive Committee shall exercise, as necessary, the executive and administrative functions of the DECSC between meetings, except those reserved to the Steering Committee and the DECSC by these Bylaws. Meetings may be called, at the discretion of the Chair or by the Chair, upon the written request of a majority of the voting members of the Committee, upon 48 hours' notice, by email or other form of verifiable electronic communication. As circumstances may require, notice may be waived, upon the written consent of not less than a majority of the voting members of the Committee. Further, as circumstances may require, in the discretion of the Chair, votes may be taken by email, text message or other form of verifiable electronic communication; provided, however, that a written record of all actions taken shall be prepared within ten (10) calendar days from the date of such action, and copies furnished to all members. Summaries of all meetings or proceedings shall be furnished to the members within ten (10) calendar days from the date of such meeting or proceeding, and copies furnished to all members.

2. Steering Committee.

The Chair of the DECSC shall be the Chair of the Steering Committee. The membership shall include the executive officers of the DECSC, State Committeepersons, chartered club **and caucus** presidents, and the chairs of the subcommittees. This committee is charged with **advising and reporting to Chair and Executive Committee upon the activities of the members of the member Clubs, Caucuses, Committees** the DECSC of the accomplishments or failures of the committees, recommending activities and procedures and reviewing reports, positions or statements to be made in the name of the DECSC by any member or committee, except the Chair and Vice Chair. The

Chair in conjunction with the Steering Committee, shall prepare the agenda for the DECSC.

3. Affirmative Action Committee

The Affirmative Action Committee shall work in conjunction with

the FDP Affirmative Action Committee to promote the rights and advancement of disadvantaged persons and minority groups.

4. Young Democrats Committee

The Young Democrats Committee shall work with the Florida Young Democrats to attract and engage young persons to participate actively in the Democratic Party.

Section B. The Chair may appoint ad hoc committees as he or she sees fit and may assign any duties that do not impede the work of the standing committees.

Article IX

Duties and Responsibilities of DECSC Members

The objective of the DECSC is to obtain the highest possible number of Democratic votes in each election and elect Democratic candidates to public office.

It is the duty and responsibility of DECSC members to:

1. Attend each meeting session of the DECSC.
2. Contact all Democrats in their precinct, at a minimum, prior to every general election.
3. Participate in obtaining the highest possible Democratic registration and voter turnout.
4. Encourage and facilitate Democrats' voting by absentee ballot.
5. Contribute to and/or raise funds for the DECSC or plan precinct fundraisers.
6. Assist in filling vacancies in precinct committee offices as they may occur.
7. Report any change of residence to the DECSC and to the Supervisor of Elections no later than thirty (30) days after such change is effective.

Article X

Membership Lists and Minutes

Section A. The names, addresses and type of membership of each DECSC member and officer shall be kept by the Secretary and shall be available once per year, with additions and corrections given monthly. Additional copies will be made available to members at the cost of copying.

Section B. The minutes of all meetings shall be kept by the Secretary and shall be presented at the next meeting for approval. If the minutes are mailed, or e-mailed, to committee members, they may be approved without reading at the next meeting. Copies shall be sent to the State Chair as required by the Bylaws of the Florida Democratic Party.

Article XI

Finances and Audit

The Treasurer shall maintain the books of the DECSC. There shall be an annual audit of the financial condition of the DECSC for each calendar year in compliance with applicable Federal Laws and the Florida Statutes and conducted by a qualified examiner or examiners who shall not be members of the DECSC.

Article XII

Loyalty Oath

Members of the DECSC shall subscribe to the loyalty oath prescribed by the Florida Democratic Party.

Article XIII

Removal of Members for Cause

Any member of the DECSC, elected or appointed, may be removed from office upon a two-thirds (2/3) vote of the entire membership at a regular or special meeting of same provided that there shall have been at least ten (10) days written notice of the purpose of said meeting. Such removal may be for cause, including, but not limited to, malfeasance, misfeasance, neglect of duty, incompetence, permanent inability to perform official duties, and/or conviction of a felony involving moral turpitude.

Article XIV

Amendments

The Bylaws of the DECSC may be amended by a two-thirds (2/3) vote. Any proposed amendments shall be published in the minutes of the meeting preceding the meeting at which the vote is to be taken. Any proposed amendment(s) shall be mailed to all members at least fifteen (15) calendar days prior to the meeting at which the vote is to be taken, and made available for perusal by reasonable request. The Secretary of the DECSC shall receive a copy of any amendment(s) at the time they are mailed to members.

Revisions Approved at the **February 14, 2018** DECSC meeting.

RESOURCE SAMPLES



Precinct Calendar			
Month	May	June	July
Election	Delegate Elections-May 7		
SCDP Priorities	VBM Push Dropped VBM	VBM Push Dropped VBM Office hours at SCDP 101m-8pm	VBM Chase 8/26 mailing Sr. Living Facilities- Reach out program Greeter Table Initiative Office hours at SCDP 101m-8pm
Precinct Monthly Priorities	VBM Push Dropped VBM Contact NRVs Contact New Volunteers Contact Potential New Volunteers Meet and Greets Voter reg/canvass	VBM Push Dropped VBM Contact NRVs Contact New Volunteers Contact Potential New Volunteers Meet and Greets Voter reg/canvass	VBM Chase Sr. Living Facilities- Reach out program Greeter Table Initiative Contact NRVs Contact New Volunteers Contact Potential New Volunteers Meet and Greets
Precinct Programs			

Sample Precinct Action Plan:

What Should PCs Do Right Now?

Sept 2020

Priority Initiatives

Send a Precinct newsletter with election info and sample ballot by Oct. 1

- Organize Precinct M&G to showcase candidates and motivate GOTV team
- Canvass NPAs--ongoing
- Contact NRV - D/NPA
- Contact WARM/COLD Dems
- Canvass for VR/VBM

Oct 2020

Priority Initiatives

VBM Chase—mid October

- Send a Precinct Newsletter by Oct. 1 with sample ballot*
- Provide Hot Dems with election information—sample ballots*

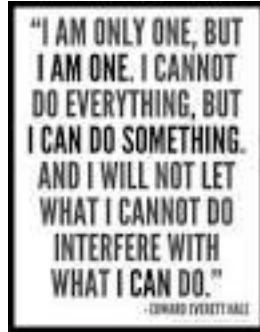
Early Voting GOTV: Contact WARM/HOT Dems
Make sure residents in Senior Living locations are getting information

Nov 3, 2020!! And the world changes....

Priority Initiative

GOTV: Contact every voter in every way you can

Organize Precinct Greeters in polling locations where it is possible



Sample Script for Phoning to Recruit Precinct Team Volunteers

NAME_____

PRECINCT_____EMAIL_____

HOME PHONE_____CELL_____

Interested in doing any of the following in the future?

- Data entry for your area?
- Voter registration?
- Participating in outreach events?
- Holding a small house party for neighbors to learn more about SCDP?
- Know any other Dems who might be willing to volunteer?
- Do you live in a gated community/apartment building? Do you know any Dems in such places who might help us out next year?
- Make up your own to fit your precinct's situation

Sample Precinct Volunteer Form
(for Phone Bank or M & G use)

PRECINCT VOLUNTEER FORM

Name _____

Phone: _____ E-Mail: _____

Yes--Let's build our precinct team! I'm interested in the following:

Check all that apply

Be a block or condominium captain	Yes	No	Maybe
Work on Vote by Mail (VBM):	Yes	No	Maybe
Host or help with a social event for my condo, block, or precinct	Yes	No	Maybe

More opportunities

Check all that apply

Make phone calls to neighbors in my precinct from a script	Yes	No	Maybe
Greet voters at our polling place	Yes	No	Maybe
Canvass in my neighborhood	Yes	No	Maybe
Contact new DEMS and others (NRV) voters in my neighborhood	Yes	No	Maybe
Voter Registration Efforts	Yes	No	Maybe
Have Excel or computer experience (help with data.)	Yes	No	Maybe
Other stuff—Ask me	Yes	No	Maybe

Sample Sign-In Form for Volunteer Meet & Greets

WELCOME PLEASE SIGN IN

Name	Phone	Email	Zip Code	I want to...
				<input type="checkbox"/> Volunteer <input type="checkbox"/> Host an event <input type="checkbox"/> House a staffer
				<input type="checkbox"/> Volunteer <input type="checkbox"/> Host an event <input type="checkbox"/> House a staffer
				<input type="checkbox"/> Volunteer <input type="checkbox"/> Host an event <input type="checkbox"/> House a staffer
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				<input type="checkbox"/> Volunteer <input type="checkbox"/> Host an event <input type="checkbox"/> House a staffer

Precinct Captain Check In Form

DOCUMENTING WHAT'S WORKING AND WHAT'S NOT

A checklist to record your activities for recent months and to comment on what's working well, or not so well, in your precinct. We want to know what's happening and share good ideas with each other.

Precinct Captain Check In

Precinct #:

Month/ Year:

Completed by:

Recent Precinct Action:

- Worked on my Precinct Survey
- Contacted Volunteers
- Corrected Precinct data in VAN/VoteBuilder
- Contacted Newly Registered Voters (NRVs)
- Contacted Voters about Vote By Mail (VBM)
- Planned a Meet & Greet
- Held a Meet & Greet
- Phoned my Voters
- Talked with Voters in person
- E-mailed my Voters
- Created or sent a precinct letter / newsletter
- Canvassed/ Door knocked
- Registered Voters
- Attended the DEC Meeting
- Attended other Party or Precinct meetings
- Worked Greeter table at polls or other event
- Other Action: Specify _____

Idea to share on Sarasota Precinct Captains Facebook page:

What's working well in my precinct:

What's not working so well in my precinct:

These issues are most important to voters in my precinct

Sample Letters

SAMPLE LETTER TO DEM NEWLY REGISTERED VOTERS (NRV) FROM PCs

Dear _____ (Name of Democratic Neighbor),

Welcome to our neighborhood, Precinct ____, as a newly registered Democratic voter. We are/ I am your Democratic Precinct Captain/s. We are/ I am here to help make it easy for you to get all the information you need about voting in Sarasota County. Please contact me/ us to ask questions and to just get acquainted.

The Sarasota County Democratic Party is one of the most active in Florida. We are continuously organizing, neighbor-to-neighbor, to help voters learn about important issues, and to join in political action.

We ask EVERY Democrat to register for Vote By Mail. Vote By Mail ensures that every vote is cast and counted, no matter where you are during election week. It dramatically increases our voter turnout. Sarasota is lucky to have an excellent Supervisor of Elections operation. Vote with confidence that **your ballot will be counted**. (Note: You can still choose to go to the polls, but VBM is your Plan B. No unforeseen emergency situation—even a pandemic--can stop you from voting!)

A Vote by Mail (VBM) form is included, but even easier, contact the Supervisor of Elections office and **register by phone: 941-861-8618 or online: sarasotavotes.com**. **Click the Vote By Mail icon.**

Visit the Sarasota County Democratic Party website, www.sarasotadems.org, for information about our mission, candidates, clubs and caucuses, important events, and political action opportunities.

Welcome to our precinct. I/We look forward to meeting you. We are fighting for good government in our city, county, state and nation. 2022 is a critical election year, when we vote for 3 school board members, Governor, Senator, US and State House Representatives, and County Commission. Years of 1-party Republican rule and growing extremism make it clear: We must make a change. Join us for the fight!

Your Signature.
Contact Information

SAMPLE LETTER TO NO PARTY (NPA) NEWLY REGISTERED VOTERS FROM PCs

Dear _____

Welcome to our neighborhood, Precinct ____, as a newly registered independent voter. We are/ I am your Democratic Precinct Captain/s. We understand that you chose not to register with a political party, but we hope you will check out our Democratic platform and principles, and that we will earn your vote.

The Democratic Party stands for:

- Rebuild a strong economy with good-paying jobs
- Protect the environment: the Environment IS the Economy in Florida
- Balanced, smart growth
- Access to healthcare for millions more Americans
- Sensible gun laws for public safety
- A compassionate comprehensive immigration plan
- Equal rights for all citizens
- Competent government on all levels

Visit the Sarasota County Democratic Party website, www.sarasotadems.org, for information about our mission, issues, candidates, events, and political actions.

2022 is a critical election year, when we vote for 3 school board members, Governor, Senator, US and State House Representatives, and County Commission. In Florida, voters must register with a party to vote in partisan Primary Elections. Don't pass up the opportunity to help choose the best Demoratic candidates to run for governor and in other races that will have a primary. Our candidates will be crusading for government policies that make life better and fairer for everyone, and to protect our treasured Florida environment.

Contact the Supervisor of Elections office to change registration information: 941-861-8600 or online at sarasotavotes.com.

Your Signature.

Contact Information

Sample Invitations




Sarasota County
DEMOCRATIC PARTY

Precinct #321 invites you to:
Summertime Politics Party

Sunday July 31, 2016 2-4pm
Home of Gretchen Lienhop
11642 Marathon Circle (Grand Palm)
Venice, FL 34293

Please join us for an afternoon of adult beverages, snacks,
and discussion as the election of 2016 draws near.
Florida is a MUST WIN state!
We will not be soliciting funds at this event.

Please RSVP no later than July 30 to:
Gretchen Lienhop Gallenhop@gmail.com
941-564-6444



SARASOTA COUNTY DEMOCRATIC PARTY
SARASOTA * LONGBOAT KEY * VENICE * ENGLEWOOD * NORTH PORT
www.SarasotaDems.org

**Invitation to Meet & Greet Parties
for Democrats in Precinct 501**

You are cordially invited to attend one of three social gatherings in January and February for Democrats in Precinct 501. These events, hosted by and for your neighbors, offer an opportunity to:

- **Meet** and get to know other Democrats in the immediate area
- **Learn** about the mission to "Turn Sarasota County Blue" in 2016

**There is no cost to attend and no donations will be solicited.
Refreshments will be served.**

MEET & GREET #1
Thursday, January 21, 2016, 7:00 PM – 9:00 PM
Hosts: Janet and Frank Jarzyna
Location: 151 Willow Bend Way, Park Trace, Osprey
RSVP: 941-966-6813, Jangabjar@aol.com, Subject line: RSVP

MEET & GREET #2
Sunday, January 31, 2016, 2:00 PM – 4:00 PM
Hosts: Carol & Ken Heckert
Location: 808 Placid Lake Drive, Woodlands at Rivendell, Osprey
RSVP: 941-918-9528, carolheckert@verizon.net, Subject line: RSVP

MEET & GREET #3
Tuesday, February 23, 2016, 7:00 PM – 9:00 PM
Hosts: Rebecca and Roger Meyers
Location: 599 Crane Prairie Way, Willowbend, Osprey
RSVP: 518-281-0160 / roger.l.meyers@gmail.com, Subject line: RSVP

Please RSVP by January 15, 2016!

Advance sign-up is required so we can plan appropriately. Simply identify the party you wish to attend and reply to the hosts. If you can't attend and are interested in volunteering to work with us in Precinct 501, please contact Carol Heckert or Roger Meyers.



ROCK THE HOUSES

You're invited to a **Party** to Support the Campaigns of

David Shapiro for U.S. **House** District 16
&
Tracy Pratt for Florida **House** District 71

Let's Give These Excellent Candidates a
Great Send-off to the Federal and State **Houses**

Date: **Thursday, September 13th**
Time: **4:30 to 6:30 pm**
Place: **The Home of David and Susan Cohen**
486 E Royal Flamingo Dr. - Bird Key
(No need to stop at the gate)

*Political Songs and Satire by **Mindy Simmons**
Candidate for SRQ County Charter Review Board*

SPONSORED BY:
Roger & Phyllis Barry
Susan Brainerd
David & Susan Cohen
Christine Jennings
Monia Joblin
Louise Machinist
Tom Walker
Jayne Wallace &
Michael Cohen*
* Not that one!

*Enjoy hors d'oeuvres and beverages
Program begins promptly at 4:45pm*

RSVP by September 9 to wallacejayne@outlook.com



Sample Newsletters

 Sarasota County
DEMOCRATIC PARTY

 Bird Bay
Democrats

 VENICE AREA
Democratic Club

Countdown to the inauguration of President-elect Joe Biden

0
DAYS

0
HOURS


0
MINUTES

0
SECONDS

Powered by MotionMail ©

Weekend Update, January 15, 2021

Mask up, Cardinal



Face masks will soon be required in all public areas of the building.

Dear Neighbor:

Well, 2021 hasn't begun the way we hoped. Good changes **are** on the way, but it may take a while - and all of your help. The facts behind the violence of January 6th are still coming to light, and I am sure we each have many opinions. [Click here](#) to view the response from the Sarasota County Democratic Party Re Domestic Terrorism, which was released to the media..

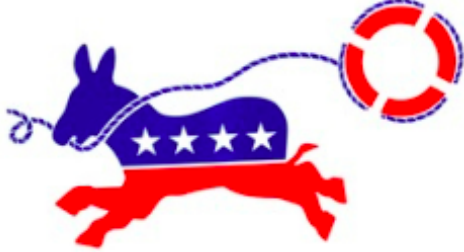
I'm happy to hear that many of you have already received the first shot of the Covid vaccination. Remember to sign up for text alerts by texting the term SRQCOVID19 to the telephone number 888777 .

If you live in Cardinal, please note that a mandatory mask ordinance will soon be in place. The ordinance covers all public areas in this building.

Table of Contents

Click on the topic below to go to that section, or [click here to view this email in your browser](#).

- [Inauguration Activities](#)



PRECINCT UPDATE

Alert For All Precinct 213 Dems, Independents and Republicans of Good Conscience:

Due to the unspeakable events of this past week, Articles of Impeachment against President Donald Trump have been introduced today in the House of Representatives with the goal of a vote this week. If you are not aware, our congressman, Vern Buchanan, is among the minority of House Republicans who ignored their party's leadership and voted to recognize all Biden electors. While he did the right thing in that instance and we should thank him for it, we also need to provide him with the constituent support and backing necessary to vote to impeach this lawless president. I urge you to do that by calling his office at (202) 225-5015 and making your views known on both points. And please do this today!

Susan Cohen
Precinct 213

[View this email in your browser.](#)



November 7, 2020
(The Day Our Country Began Healing)

Thank You!

Dear Fellow Dems,

We wanted to personally thank you for doing the MOST important civil action any citizen of a democracy can perform...CASTING YOUR VOTE!

Our precinct voted at an unbelievable 89% turnout. Some voted by mail, some early voted, and some on election day. Whatever way you chose to make your voice heard, you joined 75,000,000 other Americans who changed the course of this country and elected Joe Biden and Kamala Harris to the White House. After four years of chaos, lies, divisiveness, churlishness, and self-serving behaviors, you helped make change happen. You helped correct our course. You voted to save our nation's soul.

While many in Florida may not have joined us, many others did. The



Polling Place Location:
 Temple Sinai
 4631 S Lockwood Ridge Rd
 Sarasota FL 34231

PRECINCT 407 NEWSLETTER



YOUR VOTE MATTERS!



We are in the FINAL stretch!

Time to Work!

We Need YOU!

Help your Precinct Captains, Leslie and Marcelle.



Here is a list of jobs:

1) Volunteer at early voting sites.

We need Greater help at Bee Ridge Park for early voting among



Dear Precinct 231 Democratic or Independent Voter,

It's here: Vote-by-Mail Ballots for **the Presidential Election of our lives** are mailed on Sept. 24th. If you return yours ASAP you won't get all those campaign phone calls, and voters who really need to get called, will. In Sarasota, Vote By Mail is the easiest, safest way to vote under these complex circumstances, and our Supervisor of Elections operation is the very best anywhere. We can vote with complete confidence.

Whether you're a Democrat or an Independent, we respect that you will vote based on informed choices. We've compared candidates' positions on important issues and see stark policy differences in most of the races. This election will absolutely determine our future. We urge every voter who wants positive change to vote—**we're aiming for 100% voter turnout in P231**. Please reach out to every aligned voter you know to ask them to vote, and share this information. We are organizing a Democratic Team in your neighborhood. Join us!

To our Independents and Democrats alike, we say: *Lose the Labels; Vote Your Values*. We support these Democratic Candidates because their ideas, platforms and values are what we need to make life better in Sarasota, in Florida, and in America. The future of our Country depends on it. Louise Machinist, Area 2 East Leader, Sarasota Democratic Party

Contact: SRQPrecinct109@gmail.com, or sarasotadems.org

GENERAL ELECTION TIMETABLE	
September 24: Vote By Mail ballots mailed (cannot be forwarded; must be received back by Nov. 3)	
October 5: Last day to register to vote in the Nov. 3rd Presidential & General Election	
October 19: Early Voting begins & continues thru November 1, 8:30-6:30 daily at 8 sites: 3 Election Offices; Fruitville, North County & Staub Libraries; SRQ Square Mall; Bee Ridge Park	
TUESDAY, NOVEMBER 3: Election Day, Precinct Polls open 7 a.m. – 7 p.m.	

Election Day, Nov 3: Beneva Christian Church, 4835 Beneva & Proctor Rds. 7 a.m.-7 p.m.

VBM Ballots can't be forwarded. Be sure the address where you will be is on file. Ballots MUST be received back by 7 pm, Nov. 3. Elections Office: 941.861.8618 or sarasotavotes.com

Democratic Candidates

Republican Candidates

UNITED STATES PRESIDENT	
JOE BIDEN/KAMALA HARRIS Increase COVID testing & mask wearing Accessible healthcare for all Bringing jobs back to America Will protect environment Believes postal system is a service Will protect Social Security & Medicare	DONALD TRUMP/MIKE PENCE COVID testing & mask not necessary Will end Affordable Care with no replacement Unemployment at all time high Reversed 100 environmental regulations Wants to privatize postal system Will cut payroll taxes, defunding Social Security & Medicare
FLORIDA STATE SENATOR	
KATHERINE NORMAN Passionate environmental advocate Supports women's reproductive rights Supports common sense gun safety laws	JOE GRUTERS Trump surrogate in Sarasota Has led protests against Planned Parenthood Opposed expanded gun background checks



Sarasota Political Alert

Just this Once

Hi, Indian Beach/Sapphire Shores Democrats. Here is a way to get more votes for Joe Biden and our local Democratic candidates without even leaving your chair. We need to help Republican and Independent friends & neighbors understand why it's OK to vote for Democrats and not feel guilty ...**Just This Once**.

Our Sarasota County Democratic Party's Issues Committee has created several terrific videos. We need to have them posted widely on Facebook, Twitter and Instagram. Or, if you're not on Facebook or Twitter, email the links to your friends instead! Especially Republicans and No Party voters.

Here are ideas for the text to accompany the videos, but create your own messages to appeal to the people you know:

If you think our country is headed in the wrong direction, vote for change, **Just This Once**, Vote Democratic for science-based thinking... We need to course correct, or change direction... **Vote Democratic** up and down the ticket — Join prominent Republicans like Cindy McCain who are voting Democratic - **Just This Once**.

Let's Join together... build a National coalition.... Vote Biden to restore peace and reason... **#JustThisOnceFL**.

SCROLL DOWN to SEE VIDEOS AFTER EARLY VOTE INFORMATION:

This is the perfect time for a social media campaign, as Early Voting starts October 19 and goes thru Nov. 1. The sooner everyone votes, the better it will be.

8:30 a.m. – 6:30 p.m. daily at 8 locations:



PRECINCT 413



Polling Location

Fine Shores Presbyterian Church
6210 Crestwood Avenue
Sarasota, FL 34231

Precinct Captains

Laura Arterburn, lauraart@sbglobal.net, (224) 234-4456
Brooke Langston, brooke.langston@gmail.com, (415) 505-6688
Brian Goncalo, kevbristq@me.com, (941) 232-4954

Hi Neighbor,

As one of the Non-Party Affiliated voters in our precinct, your Nov. 6th vote is crucial. Here are the candidates' records on healthcare, the environment, education, and gun safety.

The ballot is very long so wait times will be very long to cast your vote! You can request to Vote by Mail by going to www.sarasotavotes.com, select the Vote-By-Mail icon at the top, select the Vote-By-Mail Online Request Form link, fill out all applicable fields, and make sure to check off All Elections through 2020. If you do not have access to a computer, please call the Supervisor of Elections at (941) 861-8618 for your Vote-By-Mail registration. Please do this as soon as possible!

Even if you receive your vote-by-mail ballot, you can change your mind and vote at a polling place on Election Day. To do so, you can mark your ballot and seal it inside the mailing envelope provided by your county elections official. Be sure to sign and date the outside of the envelope in the space provided. Then bring the sealed envelope to any polling place in the county, or to your county elections office between 7 a.m. and 7 p.m. on Election Day. Or you can bring your unused vote-by-mail ballot to your local polling place anytime between 7 a.m. and 7 p.m. on Election Day and give it to a poll worker, who will exchange it for a polling place ballot you can use instead. If you do not bring your vote-by-mail ballot with you, you will not lose your opportunity to vote at a polling place on Election Day. A poll worker will provide you with a provisional ballot, which will be counted after your county elections official has confirmed you are registered to vote in that county and did not vote more than once in that election.

Governor

Andrew Gillum

Will address climate change
Supports health care expansion
Supports pre-existing conditions for insurance
Strong advocate for gun safety measures
Opposed to unregulated for-profit schools

Ron De Santis

Argued climate change not a state issue
Voted often to end Affordable Care Act with no substitute
Fighting to remove protections to pre-existing conditions
Criticized gun laws passed after Parkland tragedy
Proposed expanding charter schools & vouchers

U.S Senate

Bill Nelson

Pushed legislation to study climate change
Supports cap on prescription drug costs
Sponsored several bills addressing opioid crisis
Rated 91% by Nat'l Education Assoc.

Flick Scott

Censored terms "Global Warming" & "Climate Change"
Refused Medicaid expansion
Floridians without insurance are 3rd highest in U.S.
Proposed expanding charter schools & vouchers



Sarasota County DEMOCRATIC PARTY

Welcome to the Precinct #321 Newsletter!

You are receiving this newsletter if you are a registered Democrat in Precinct #321, attended a Meet Greet or signed up to volunteer for our precinct. This newsletter will let you know what is happening in Sarasota County and within our precinct.

Hi everyone...we have a lot going on with 4 days left until Election Day November 8.

We need EVERY Democrat to vote!!!!

Gretchen has Clinton/Kaine t-shirts and bumper stickers. Email Gretchen if you would like one!

Democratic Candidates:

Please see attached slate of Democratic candidate running

We have the opportunity to win several very important races:

County Commissioner with **Fredd Atkins**, USHouse with **April Freeman**,

Florida House with **Manny Lopez**, Clerk of Court with **Todd Barton**,

Tax Collector with **Barbara Ford-Coates**, and 5 candidates for

Hospital Board and 5 candidates for **Charter Review Board**.

Vote By Mail:

If you received your Mail In Ballot, be sure to sign the back, put on a stamp and send it in

You can track your ballot to make sure it was received at : www.elections.myflorida.com

Early Voting:

You may vote early at the Anderson Building, room 114, 4000 Taimiami Trail S. Venice, FL

Times: Monday Oct 24 2016-Saturday Nov. 5 2016

8:30am-6:30pm

Stop by the Democratic Party Table under the tent! Meet fellow Democrats!

Election Day voting:

Colonial Baptist Church, 2400 Taylor Ranch Trail, Venice Florida 34293

Times: 7am-7pm

Stop by our Greeter Table and say "hello" to your Democratic neighbors

Election Watch Parties:

Tuesday night November 8

Marina Jacks Sarasota 7pm

Beef O'Bradys North Port 7pm

Both events are open to all Democrats

Opportunities to volunteer:

1. Phone Bank at Gretchen's Sunday Nov. 6 4-6pm
11642 Marathon Circle (Grand Palm) 913-972-1446
2. Phone Bank at Aimee Rusman's Tuesday Nov. 8, 1pm-?
1845 Lancashire, (Plantation)

Feel free to call.

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