



2017 VDP REORGANIZATION TIMELINE

Phase One – Re-Organization Launch

May 22 - June 15th

- Political Director and Data Director hold one-on-one meetings with Town Chairs and County Chairs
- Identify Town Committees by “tiers” – Tier 1: Active Town Committees; Tier 2: Organized Town Committees; Tier 3: Unorganized/At-Risk Town Committees
- Identify County Committees by tiers – Tier 1: Active County Committees; Tier 2: Organized and Functioning County Committees; Tier 3: At-Risk County Committees
- Hire Summer Interns

June 1st – Political Director distributes County Committee delegate allocations to County Chairs

Phase Two – Re-Organization Preparation

June 15th – July 16th

- Political Director and Data Director continue one-on-one meetings with Town Chairs
- Interns and Tier 1/Tier 2 Town Committee members/volunteers recruit for their Town Committees

July 14th – Town Committee Packets/Re-Organization documents sent via e-mail

July 15th – State Committee Meeting and County Chair Reorganization Training

Phase Three – Town Committee Recruitment

July 17th – August 31st

- Political Director one-on-one check-ins with Town and County Chairs
- Interns and Volunteers conduct recruitment calls for Tier 3 Town Committees
- Tier 1/Tier 2 Town Committee members/volunteers continue recruiting for their Town Committees
- Tier 1/Tier 2 Town Committees identify tentative makeup of their Town Committees

August 15th – Town Committee Packets/Reorganization Documents with pre-addressed envelopes mailed to Town Chairs/Activists

August 25th – Town Caucus Meeting Time and Place scheduled and submitted to VDP

August 30th – Deadline to request Financial Assistance for Newspaper Notice Towns/Counties

Phase Four – Town Committee Reorganization

September 1st – September 19th

- Confirm Calls to boost Town Committee Caucus attendance for all Tiers
- State Chair to send formal notification of Town Caucuses to Town Clerks and to all current Town and County Chairs by September 8th (two weeks before caucuses)
- Reconfirm Town Committee Caucus Meeting Time and Place for September 16th
- Town Caucus Public Notices/Warnings placed (financial assistance available—see date above)
- Political Director sends reminder to all Town Chairs to submit paperwork (to SOS and County Chair) using provided pre-addressed envelopes, and digitally (to VDP only) via Google Form

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www.vtdemocrats.org – printed in house.

September 11th – Public Notices (and Newspaper/Online News Source where applicable) must be posted

September 16th – Town Committee Caucuses

September 19th – All paperwork must be postmarked to be sent to SOS and County Chair, and sent digitally to VDP

- Certification of Town Committee and County Delegates
- Copy of Public Notice
- Copy of Newspaper/Online Media Outlet Notice if applicable

Phase Five – County Committee Reorganization

September 20th – October 24th

- Interns/Volunteers conduct confirm calls to all Town Committee delegates to boost County Committee Caucus attendance
- Political Director works with County Chairs and remaining Interns to document Town Reorganization
- Notification of County Caucuses sent by County Chairs no later than October 11th; any last-minute towns that are organized must be notified within 48 hours of County Chair receiving their results
- Political Director sends County Committee Packet/Reorganization Documents to County Chairs

October 11th – County Chair must notify all County Delegates of County Committee Caucus date/location

October 21st - County Committee Caucuses

October 24th - All paperwork must be postmarked to be sent to SOS & VDP

- Certification of County Committee & State Delegates

Phase Six – State Committee Re-Organization

October 25th – November 28th

- Reminder/Confirm Calls to State Committee Members and County Chairs
- State Chair must send official notice of State Committee Meeting no later than November 11th

November 11th – State Chair sends official notice of State Committee Reorganizational Meeting

November 18st – State Committee Reorganizational Meeting

November 28th – Final Reorganization Paperwork Filed with SOS by this date

Ongoing:

- Scheduling area events
- Communicating with VDP, Political Director, and Interns
- Community Building – Bringing in new people!
- Planning post-reorganization action steps

Questions? – Contact VDP Political Director – Brandon Batham

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