

## **APPENDIX A – PROPORTIONAL REPRESENTATION BY PREFERENTIAL BALLOTING**

This appendix describes the method for implementing Article I, Section 5, Rules 5.5.1.2 and 5.5.2.2: Elections; More than One Person to be Elected to Office. Proportional representation (Article I, Section 2) calls for a way of conducting elections that insures the accommodation of different points of view in proportion to the numbers of electors reflecting such viewpoints. The preferential ballot further promotes such fairness. When more than one person is to be elected to office, the individual candidates need only gather a certain number of votes (the quota) to guarantee election as described in detail below. The allocation number is calculated and announced by the presiding officer for the election of the required number of delegates or committee persons when the total number of electors present is established. It's recommended that the applicable worksheet that follows this general description be printed out and utilized during the course of the election process. The worksheets provided are to be used as follows:

Precinct and Ward Elections to Elect Delegates to a County Convention – Use Appendix A.1

Precinct Elections to Elect Additional County Central Committee Members – Use Appendix A.2

County Elections to Elect Delegates to a State Convention – Use Appendix A.3

County Elections to Elect Members of the State Central Committee – Use Appendix A.4

State Elections to Elect Members of a Standing Committee – Use Appendix A.5

State Elections to Elect Delegates to a National Convention – Use Appendix A.5 or Appendix A.6, dependent on the wording of the Delegate Selection Plan

### Establishing the Quota

The quota is the number of votes required for a candidate to be automatically elected. It's established by applying some very basic math to two variable values that must be determined before the election process begins. The first variable is the number of positions to be filled. That value is set by the apportionment or allocation for the unit that is holding the election and is established by the appropriate DPNM Rule. The second variable is the number of ballots that have been issued to the electors.

The worksheets provided (Appendix A.1 through Appendix A.6) will guide the person directing the election through the math that's involved, but what occurs is a value of one is added to the number of positions to be filled and the resulting number is divided into the number of ballots to be issued. Once that result is obtained the quota is the next higher whole number, so if the result of the division is a whole number, one must be added to the result to establish the quota; if the result of the division is a decimal, the quota is established by rounding that result up to the next higher whole number.

Ward Number \_\_\_\_\_

Precinct Number \_\_\_\_\_

**APPENDIX A.2**  
**Precinct Elections to Elect Additional County Central Committee Members**

**For the County Chair or County Secretary:** This form should be printed out and copied in sufficient quantities for every precinct that will elect more than two County Central Committee Members (in accordance with Article III, Section 2, Rule 2.3) to have a copy. It's recommended that, in order to minimize mistakes, you fill in the appropriate ward and precinct numbers and lines 1-3 before distributing the forms to the wards/precincts.

Line 1	Enter the precinct's allocation, per the apportionment formula	Line 1	_____
Line 2	Subtract 1 (for the precinct chair, who is an automatic County Central Committee member) from Line 1. This is the number of people that the precinct should elect.	Line 2	_____

**NOTE: If the value on Line 2 is "0", the precinct has no additional positions to fill by election. If the value on Line 2 is "1", the precinct should elect one person on a single-line ballot in accordance with Article I, Section 5, Rule 5.5.1.1. If the value on Line 2 is less than 2, do not proceed any further with this worksheet!**

Line 3	Add 1 to Line 2	Line 3	_____
Line 4	Enter the number of ballots issued to the electors from the precinct	Line 4	_____
Line 5	Divide the value on Line 4 by the value on Line 3	Line 5	_____
Line 6	If the value of Line 5 is a whole number, add one to that value. If the value on Line 5 has a decimal value, round the number up to the next highest whole number. This is the "quota", or the number of votes that candidates need to obtain to be guaranteed election	Line 6	_____

**PLEASE READ THE FOLLOWING INSTRUCTIONS ALOUD TO THE ELECTORS IN YOUR PRECINCT!**

"Fill in your ballots with the names of as many candidates as you wish, in the order of your preference. Only one candidate will actually receive your vote. In most cases it will be the candidate that you list on the first line, but in some cases it may be your second, third or lower choice. Do not vote for any SCC members or other automatic delegates."

Collect the ballots in some sort of container and mix them to achieve a totally random draw. Draw the first ballot, mark it with a "1" and read the name of the candidate on the first line. That candidate receives one vote. Draw a second ballot, mark it with a "2" and read the name of the candidate on the first line. That candidate receives one vote. Continue the process, numbering each ballot sequentially (so that the entire election tabulation can be re-created, if necessary) until one of the candidates reaches the calculated quota on Line 6. Candidates who reach the quota are declared elected and no additional votes will be recorded for them. Ballots with their name on the first line will be awarded to the next preferred candidate on that ballot. Continue the process until all of the ballots have been drawn.

If there are still positions available after all the ballots have been drawn those candidates who are one short of the quota will be declared elected unless there are more candidates one vote short of the quota than there are positions to be filled, in which case ties are broken by lot (e.g. drawing cards). If there are still positions available those candidates who are two votes short of the quota will be declared elected unless there are more candidates two votes short of the quota than there are positions to be filled, in which case ties are broken by lot. Continue until all the positions are filled. Candidates who receive at least one vote but are not elected will be declared to be alternate delegates. They should be listed in order of the number of votes received, with ties broken by lot, to obtain a preferential order.