

2012 Kansas Republican Party Presidential Caucus

Governing and Operation Rules

The following rules were approved by the 2012 Kansas Republican Party Rules Committee to govern the 2012 Presidential Caucus on March 10, 2012. Any rule passed by the 2012 National Convention and Caucus oversight committee shall conform to all State laws, and State and County Bylaws of the Republican Party. No modifications are permitted to these rules.

PRELIMINARY PROCEDURES

Rule #1: Caucus Scheduling

The caucus shall be held on Saturday, March 10, 2012. The caucus will be called to order at 10:00 AM, CST. Each individual caucus site may begin credentialing voters at the time of their choosing before the caucus is called to order.

Rule #2: Appointment of Caucus Committees

Prior to the Caucus, the Caucus Chair shall appoint a Logistics Committee, a Credentials Committee, and a Tally Committee with each having at least 2 members.

Rule #3: Credentialing

Before the Caucus is called to order, the Credentials Committee shall conduct a check-in of the Republicans eligible to vote at the Caucus. To be eligible to participate in the presidential preference caucus, the voter must present proof (defined as either (1) a state issued photo ID matching current Secretary of State voter registration rolls for name and date of birth or (2) a state issued photo ID and a current voter registration card with a matching name and date of birth) that he or she is a registered Republican at their current address. Persons wishing to participate in the Kansas Republican Party Presidential Preference Caucus must be registered Republicans on or before February 17, 2012 and be 18 years of age or older by March 10, 2012.

Rule #4: Start of Caucus

At 10:00 AM, CST, the Caucus shall be called to order by the Caucus Chair.

Rule #5: Candidate Presentations at Caucus

The order of the candidates' representatives' appearance shall be predetermined by the state party by random drawing prior to the caucus. All locations shall follow the same order. The time shall be limited to no less than 5 minutes and no more than 10 minutes per candidate. Caucus chairs may set their own individual time limit for each location that shall not be less than the prescribed minimum or more than the maximum but must be uniform and consistent for every candidate

If an authorized representative of a candidate is present that representative may allocate their time at their discretion with the representative speaking and/or allowing comments from other pre-designated individuals in support of the candidate until their time limit is exhausted.

If an authorized representative is not designated and the candidate submitted to the state party a letter from the candidate by Thursday, March 8, 2012 at 5:00 PM CST, said letter will be read to the attendees by the caucus chair or their designee. Any remaining time left in the balance of the candidate's time limit shall be devoted to open public discussion with the caucus chair selecting willing individuals from caucus participants who are willing to speak in favor of the candidate for no longer 1 minute per person.

If the candidate neither designates an authorized representative nor provides a letter then the caucus chair shall use the candidate's time limit to select willing individual's from the caucus participants to participate in public discussion in favor of the candidate for no longer than 1 minute per person.

Rule #6: Closing of Caucus

Check-in shall remain open until 1:00 PM CST. Ballots shall be distributed to credentialed voters after the conclusion of the last speech per round of caucusing at that location on behalf of any candidate. No persons wanting to participate may be credentialed after 1:00 PM CST.

Caucus locations holding multiple rounds of caucuses between the start time of 10:00 AM and close of credentialing at 1:00 PM shall repeat the same process of credentialing, speeches, voting as many times as desired provided that they do not start before 10:00 AM and credentialing and voting ends promptly at 1:00 PM

VOTING PROCESS

Rule #7: Voter Criteria

No proxy ballots are allowed. No advanced ballots are allowed. In order to vote a person must attend a caucus in the Congressional District in which they are registered to vote. Participants may vote in the caucus of their choosing held in their home county or at any other location inside the Congressional District in which they reside; except for caucuses held in a county split between two Congressional Districts. A participant may then vote in the appropriate caucus in which they are registered to vote. Individuals who try to participate at a location outside of the Congressional District they are registered in will have to vote by provisional ballot.

Rule #8: Distributing the Ballots

At the conclusion of all speeches of the candidate or their representatives, the Tally Committee shall distribute one ballot for written vote to each person identified by the Credentials Committee as being an eligible voter to vote at the Caucus. The voters eligible to vote shall be identified by the sticker the voter received when he/she checked in.

Rule #9: Provisional Ballots

Casting a provisional ballot shall be allowed when (1) a voter's date of birth does not match the date of birth on the voter registration roles, (2) the voter does not provide photo ID, (3) the voter is voting outside of their home congressional district, (4) the voter is not listed on the voter list, or (5) any other reason deemed necessary by a member of the Credentialing Committee.

In those cases the procedure shall be as follows: the Credentials Committee member who checks the voter in shall give the voter an envelope. The envelope shall be marked with the name, address, date of birth, and reason for casting a provisional ballot. Individuals credentialing voters shall place their credentialing sticker onto the outside of the envelope. When ballots are distributed the voter shall place their completed ballot inside of the envelope and seal the envelope before placing it in the ballot box. The sticker on the outside of the envelope shall be used in lieu of placing the sticker on the ballot. The sealed envelopes shall be returned to the state party with the remainder of the caucus materials. County caucus sites shall not open the provisional ballots or attempt to count them.

Rule # 10: Secret Ballot

The method of balloting shall be by secret ballot. The Tally Committee shall collect the written ballots which have been cast in a method which shall maintain the confidentiality of the ballots cast

Rule #11: Ballots

No ballots shall be used unless approved by the Kansas Republican Party. In the event that caucus participation exceeds the number of ballots provided by the Kansas Republican Party, caucus locations are allowed to implement emergency procedures to create ballots on their own, provided they receive permission via phone from the Kansas Republican Party and maintain a precise inventory of the total number of non-official ballots distributed.

Rule #12: Stickers

Voters shall place their credentialing sticker onto their ballot before placing in the ballot box. Those ballots without the sticker placed on them shall be null and void.

COUNTING PROCEDURE

Rule # 13: Counting the Ballots

After the Tally Committee has collected the written ballots of voters eligible to vote at the caucus, the Tally Committee shall count each ballot. The candidate's designated representative shall be allowed to observe the counting and tallying of the ballots. Counties holding multiple rounds of caucusing at each location shall be allowed to begin counting the ballots after each round of voting.

Rule #14: Ballots not to Be Counted, but Returned to State Party

Any blank ballots are to not be counted but segregate and return to the state party with the legitimate ballots. Any ballots containing multiple votes for different candidates are to not be counted but segregate and return to the state party with the legitimate ballots.

Rule #15: Counting Provisional Ballots

Provisional ballots shall be returned in their sealed envelopes to Party Headquarters for counting. The Kansas Republican Party Rules Committee is responsible for deciding and counting all provisional ballots in accordance with the rules for verification in these rules and the KSGOP Presidential Preference Caucus and Delegate Selection Rules. County locations shall not count or open provisional ballots. Within two weeks of the caucus the Kansas Republican Party Rules Committee shall determined which provisional ballots are eligible under the rules the envelopes containing identifying information shall be separated from the ballots before counting.

Individuals who do not have photo identification with them at the caucus and as such are required to vote provisional ballot shall be given 10 days from the caucus to mail, fax, or email a copy of their photo ID to state party headquarters which shall then be attached to their provisional ballot for certification and verification.

Rule #16: Counties Split between Congressional Districts

In the cases of a county being split between two Congressional Districts, those counties shall keep the Congressional District ballots separate, count them separately and report the totals accordingly.

Rule # 17: Reporting the Ballot Count

The Chair of the Tally Committee shall report, by completing an Official Vote Count form, the results of balloting to the Chair of the Caucus who shall in turn report such results to the caucus and the chairman of the caucus shall report the results to the State Party headquarters by 5:00 pm, CST on March 10, 2012. Included in the total shall be the total number of credentialed voters, total number for each candidate, total of blank or otherwise invalid ballots and the total number of provisional ballots.

The Official Vote Count form, once completed and finalized must be signed by the Caucus Chair, Tally Committee Chair and all Tally Committee members and each authorized observer present for each campaign. The final form shall be sent back to the State Party headquarters with all leftover materials. If possible, counties should electronically transfer a copy of their signed and completed Official Vote Count form to the state party before mailing it back. Counties should keep a copy of their form for their own records.

Should the Tally Committee for a county be unable to count all the ballots by 5:00 PM, CST, the Chair of the caucus in coordination with the Tally Committee Chair may call the state party and receive an extension to report the results. Should an extension be granted, the State Party shall announce the results with the caveat that a county is still outstanding. An extension of time will not invalidate the results of any local caucus.

Rule # 18: Return all Ballots, Void Ballots, Provisional Ballots, etc to State Party

The Chair of the Caucus shall send all ballots, lists, and leftover materials to the state party on Monday, March 12, 2012.