



GREEN PARTY OF PIMA COUNTY (GPPC)



PC (Precinct Committeeman) Handbook & Resource Guide

Precinct Committeeman:

County and Precinct:

GPPC
P.O. BOX 6014 Tucson, Arizona 85703
PimaGreens.org (520)798-6169
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GREEN PARTY OF PIMA COUNTY

June 15, 2016

**“The most important job I
ever held was that of
precinct committeeman.”**
- a successful Green activist

Dear Green Party PC:

Thank you for volunteering for the Arizona Green Party in the important position of Precinct Committeeman. Precinct Committeemen are the integral links that makes this party relevant and functional. Grassroots Democracy begins here with you. You are the Party’s representative to your precinct, therefore the eyes and ears of the AZ Green Party.

The Green Precinct Committeeman L.E.A.D.S. by Listening, Educating, Activating, Delivering information, and Supporting the voters, the party, and candidates. The Party depends on you to make THE difference in elections by implementing the guidelines in this handbook in order to register new Green voters and get them to vote. With your active, ongoing help in your precinct, we will succeed in electing effective Greens to all levels of public office.

This resource guide was prepared for you, the precinct committeeman; please check with your GPPC Steering Committee, particularly the County Chairperson, about the many benefits and opportunities for hands-on training and education. Together we will build and sustain the best Green Party organization in Arizona in support for Green Pima County candidates. Thank you again for your vital contributions and leadership.

* * *

Thanks to everyone who continually energize the Green Party of Pima County.



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For more PC Activist tools and resources, visit [“gp.org/organize/organize-kit”](http://gp.org/organize/organize-kit).



Chapter 1:

This PC/Activist Handbook & Resource Guide

This Guide is designed to help you fulfill the responsibilities of Precinct Committeeman (PC). The PC is the appointed or elected representative of the Arizona Green Party to the precincts – the vital link between elected officials, the party, and the voters.

Today, federal, state, and local races still find Greens routinely outspent by Republicans, Greens and their special-interest collaborators. *An active and effective grass roots Green Party organization is essential to overcome this difference in campaign spending, emphasizing our independence from any corporate funding.* Ultimately, no amount of money will replace the effectiveness of neighbor-to-neighbor campaigning. You are joining with thousands of other Green precinct workers across America in this ongoing effort.

There are numerous ways to accomplish the goals of a PC. This handbook covers techniques proved most effective. We urge you to consult your fellow Green PCs to discuss additional ideas.

Your PC Handbook & Resource Guide contains information, instructions, and quick reference pages to keep you organized and effective. *The intent is for this to be a living document that you will add to as you become an experienced PC and as new tools become available.* We recommend the following items as a minimum. Work pages and templates for many of them are included in the rest of this guide.

Include the following items in your PC Handbook

- List of party contacts
- List of elected officials
- Calendar of all pertinent elections, meetings, and events
- A map of your precinct
- Election information pamphlets (will contain polling place info)
- Precinct and district registration statistics
- Voting history statistics
- Voter registration forms
- Vote-by-mail request forms
- Copies of brochures on voting rights, absentee voting, etc. from the County Elections Department

Additional materials or talking points, such as

- Candidate information and literature
- Issue information
- Historic differences between Green Party and other Parties' positions
- Current differences between Green Party and other Parties' positions

Overview

Suggested format for Handbook:

3-ring, loose-leaf notebook (1" or 1-1/2") size; D-ring works best

These materials are available from your County Chair.



Chapter 2: **What It Means To Be a Green**

The first step to being an effective Precinct Committeeman is to understand what the Party stands for...

The Arizona Green Party brings together the political aspirations of a large and diverse group of people who share a set of core values. What is a Green? Greens come from all walks of life which you see in your community: at work, at church, at the store, and at the ballpark.

We believe in:

- Grassroots Democracy - resulting in freedom from government interference in our private lives and personal decisions
- Social Justice – allowing equal opportunity for all citizens
- Ecological Wisdom – fostering laws that protect and preserve our environment, including common-sense reforms for safer, cleaner air and water
- Nonviolence – supporting a morally sound US, securing safety in our homes and on our streets
- Decentralization – developing a non-hierarchical government that is accountable to the people
- Community-based Economics - rewarding honest, hard work with a living wage and fair tax system
- Feminism – infusing human values back into political discourse
- Respect for Diversity – acknowledging human differences while appreciating our commonality
- Personal and Global Responsibility – upholding the personal without abandoning community responsibility
- Future Focus – bringing the sustainability concept into all decision making

What It Means To Be a Green

Party Values



Chapter 3: The Basics

What is a Precinct? The precinct is the smallest political unit in the country; each precinct responds to one polling place. A precinct is where elections are won or lost. Most importantly, **it is your neighborhood**. You know the people, the schools, and the community centers. You have your hand on the pulse of the precinct. You understand the assets and needs of your neighborhood and have a desire to improve it.

Never underestimate the power of the precinct-based leader! It is the PC, actively participating in the Green Party at the precinct level, who wins elections and promotes Green values and ideals.

The Arizona Green Party organization begins with the Precinct Committeeman. Being a PC means utilizing the tools the County and State Green Parties provide you to organize the precinct and educate the voters in it. It involves a minimum time commitment of a few hours a month every month (slightly more during campaign season) and the ability to help on Election Day to help Get-Out-The-Vote (GOTV).

The Party's basic organization, from local to state level, is:

- Precinct volunteer/neighborhood/block captain
- ***Precinct Committeeman*** (multiple per 125 precinct registrations)
- Precinct Captain (point person for all the PCs and block captains)
- Regional/Cluster Captain (optional, depending on size of district)
- District Committee and District Chair (elected by fellow PCs; corresponds to Legislative Districts; not applicable in some counties)
- County Committee and County Chair (elected by fellow PCs)
- State Committee (composed of PCs who have been elected State Committee members by their districts/counties)
- State Executive Committee and State Chair (elected by State Committee members, At-Large members appointed by Chair)

The Basics: What is a Precinct?

Party's Basic Organization



PC Job Description

The Precinct Committeeman (PC) serves as the main communication source between the Arizona Green Party and current and future Greens in his or her precinct. The PC is charged with *connecting the people in the precinct to the Green Party, and the Party to the People*.

The precinct committeeman is responsible for filling the roles that follow, keeping in mind that *it is okay to begin slowly*; filling one or two at the start. Your district or County Chair is always available to provide support and answer questions. Remember, you are providing a wonderful service to the Party and to your community. **Have fun!**

1. **Obtain** the precinct map and walking lists for your precinct and familiarize yourself with your neighbors and the geography of the precinct (place link here).
2. **Get to know** your neighbors:
 - A. Host a house party and invite your neighbors to talk about politics and issues concerning their precinct.
 - B. Canvass the precinct using the walking list or call list. Keep track of changes in voter data on your lists (change of address or phone, candidate preferences, etc.) and update the Voter File with the new data (through your County Chair).
3. **Register** new Green voters:
 - A. Canvass Green households and make sure all eligible voters in the house are registered.
 - B. Check your local paper for home sales in your precinct to welcome new neighbors and register them to vote as Greens.
 - C. Contact members of groups you belong to and make sure they register to vote as Greens. They can do it online!
 - D. Canvass the non-party-affiliated voters in your neighborhood; encourage them to re-register as Greens.
4. **Participate** in District/County Green Party meetings, events, and activities including providing assistance to your local Green Party by staffing registration drives and tables, by supporting local candidates, and by taking part in local fundraising efforts.
5. **Be** a visibly proud Arizona Green – display yard signs, window signs, campaign buttons, bumper stickers.
6. **Recruit** new PCs and other volunteers in your Precinct and communicate with them regularly. Adding volunteers means you can divide the Precinct for more personal contact with the voters. It also means providing additional support and backup for each other and for your candidates. Develop winning strategies by utilizing the group's collective skills, contacts, and energy to get the job done!

PC Job Description

Essential Functions of a PC

Register voters online at pimagreens.org or by visiting: az.gov/webapp/evoter



You will be called upon to do some of the following during campaign season:

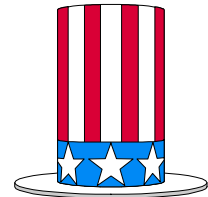
1. Reach out to all who want to volunteer within your precinct and get them active.
2. Obtain petition signatures and \$5 Clean Election contributions for Green candidates to qualify them for the ballot.
3. Distribute Party and candidate literature through door-to-door canvassing.
4. Help identify where independent voters stand on our Green candidates.
5. Hold house parties for Green candidates.
6. Promote Vote-By-Mail (VBM) and in-person Early Voting among Green supporters.
7. Help the Party to follow up on early ballots to ensure they are returned.
8. Help ensure a strong and effective Get-Out-The-Vote (GOTV) effort in the final four days of the campaign – the Party will design the GOTV Plan; you will help implement it.
9. Recommend Greens within your precinct to work as Poll Workers on Election Day – our front line of defense in voter protection.

“PC Action Items”

SIX ACTION ITEMS FOR EVERY PRECINCT ORGANIZER TO COMPLETE IN 2011

1. Recruit and Train **twenty-five** volunteers and assign them jobs.
(e.g., poll watcher, visibility captain, volunteer coordinator, voter reg. director)
2. Host at least **one** social event/meeting.
(to mobilize volunteers, promote Greens and hold the GOP accountable)
3. Run **two** voter contact programs.
(e.g., door-to-door canvass, phone banks, literature handouts, etc.)
4. Attend **one** training.
(regional trainings hosted by County Chairs and State Party Field Organizers)
5. Create a precinct welcome program.
(to contact new residents, new registrants and new citizens in your precinct)
6. Register **15** new Green voters.

Election Year Responsibilities



PC Action Items



PC Qualifications:

1. *Any registered Green is eligible to become a PC in the precinct in which he or she lives.*
 2. *All you need is heart and the desire to roll up your sleeves to help achieve Green victories.*
-

One becomes a Green PC by:

Appointment: Most PCs start out as appointed PCs because state elections are only held every two years. It is very easy to apply for the PC position; it requires your request to the County or Legislative District Chair then recommends you to the Board of Supervisors, who in turn officially appoints you as a Precinct Committeeman after simply verifying your voter registration and precinct.

While there is a limit to the number of PCs per precinct (per 125 registrations, A.R.S 16-821), there is no limit to the number of Assistant Precinct Committeemen who may be appointed by the District/County Party. Assistant PCs participate in the party organization and may vote in county, district, and precinct matters *except* for the election of officers at the biennial District and County re-organization meetings.

Ballot Election: During the primary election of even years, Greens in your precinct elect one committeeman, plus one additional PC for each 125 Green voters registered in the precinct.

To become an elected PC, you must:

1. Complete the Affidavit for Nomination with the County Registrar (Your County Chair has this)
2. Collect the required number of valid signatures from Greens in your precinct. This means having to collect one signature which may be your own.
3. Your name will be placed on the Primary Election Ballot, unless there is no need due to the seat being uncontested.

Note: If you did not file your nomination petition in time you can also fill out a **Write-in Candidate form**. For election as a write-in, you will need as many write-in votes as you would have needed signatures on your nominating petition.

Qualifications of a PC

Becoming a PC: Two Methods:

By Appointment

By Election



PC Term of Office: All PC terms run from the Primary Election of an even year to the Primary Election two years later. Thus, even if you became an appointed PC in early 2015, to remain a PC you must become either a ballot-elected PC in the Green Primary in August, 2016, or be appointed again for the 2016-2018 term by the County Committee Coordinator (Chairperson).

There are a couple of key advantages to being a ballot-elected PC:

- Elected PCs are eligible to run for the State Committee and for District, County, and State Party offices at the biennial reorganization meetings.
- Elected PCs count towards each Legislative District's quota of State Committee members.(See bylaw IV-A) (State Committee is one of the governing bodies of the State Party, helps determine Party policy and platforms and is responsible for electing State Party leaders.)

Whether ballot-elected or appointed, all PCs serve the same purpose: to get Greens elected at the local, state, and national levels. PCs have certain rights and privileges by state/county statutes and Party bylaws:

- All PCs are eligible to seek election as a delegate to national conventions.
- Elected PCs elect a slate of qualified replacements for resigned state legislative seats and are responsible for filling candidate vacancies upon the death of a candidate for the general election.
- The total of all appointed and elected PCs constitutes the County Committee of the Green Party.

AZGP bylaws specify the duties for PCs:

In addition to those duties of a precinct committeeman, already outlined by statute (i.e., live in the precinct, be registered with the party, help register voters, and get out the vote), and such duties as may be added by statute, the Arizona Green Party (AZGP) also requires that the duties of Precinct Committeemen (hereinafter PCs) include (at least **two** of the following):

- Annual financial support of the Green Party at the state and county levels.
- Service to the Green Party in gathering ballot access petition signatures.
- Financial support and/or party-sanctioned work for one or more endorsed Green Party candidates, within a general election cycle.

PC Term of Office

Advantages to being a Ballot-Elected PC

PC Privileges

PC Duties as per AZGP Bylaws



Chapter 4: Getting Started

Know your precinct: Know the boundaries, the number of houses and apartment complexes, the religious centers, schools, and businesses. Obtain a map of the area and study it (note: to get a rough map indicating your precinct's boundaries, go to www.azredistricting.org and use the "zoom in" function on an interactive legislative map. For Maricopa County, really good precinct maps can be obtained at <http://recorder.maricopa.gov/electionmaps/>). To our knowledge, this is the only County Recorder that offers this online service.

Precinct Information - *This information is available on your county recorder's website (see Chap 6 of this manual)*

<u>Describing your voting area</u>			
Precinct name		Precinct number	
Congressional District		State Legislative District	
State Senate District		Ward	
City Council District		School Board Dist.	

<u>Precinct boundaries and information</u>	
Northern boundary	
Southern boundary	
Eastern boundary	
Western boundary	

<u>Voter Registration & Green Performance for your Precinct/District</u>		
<i>Registration numbers by Party</i>	<i>Registration % by Party</i>	<i>Party performance in last election</i>
Green registration:		Avg. Green Performance in the last election):
Democrat registration:		Avg. Democrat Performance in the last election:
Republican registration:		Avg. Republican Performance in the last election:
Other registration:		
<i>Total registration:</i>		

**Getting Started:
Know your Precinct**

Your Voting Area

Precinct Voter Registration & Green Performance info

(Your Chair has this information. See Appendix for your local Green Party contact info)



Understand the Demographics in your precinct: the economic and cultural makeup, number of union members, veterans, students of voting age, total Green population, Independents, etc. You will obtain this information by canvassing your precinct and by checking the walking lists provided by the Arizona Green Party through your County Party organization.

Know your neighbors. Get acquainted with the Greens in your precinct; meet their families and learn their interests and concerns. Get to know them on a personal level as and *make sure they know you are a resource for them. (Give them your email and phone number.)* Make sure that in households with at least one registered Green, you ask all the other adults if they too would like to register Green. Keep track of young people who will be turning 18 before Election Day and get them registered to vote. *Most importantly, focus on relationships; build trust.* **NOTE:** We are NOT focused on Democrats or Republicans; they would be a priority *only after* you've gotten to know ALL the Greens, ALL the Independents, and ALL the Party-Not-Designated.

Know your local election laws and Clean Election Laws. Know the deadlines for registering for the Primary and General Elections. Be aware of the laws concerning poll workers and poll monitors. Know the facts about state and city elections, school board elections, and bond elections. With Clean Elections, know the deadlines for candidates to submit signatures and \$5 contributions. Be familiar with the \$5 Contribution Forms, so you can help our candidates get their donations in time. Don't fret! You will learn all this information and more by simply attending your monthly District/County Green Party meetings.

Know the issues. Read your local newspapers to learn about the major concerns affecting your city, county, and the state. Know the prevalent issues in your community and how people in your precinct feel about them. Stay informed by visiting the Arizona Green Party website (azgp.org) and your County Party's website. Sign up on pimagreens.org/getinvolved.htm for our monthly digest. Learn about important state issues and Green Party positions. Finally, be up-to-date on what's happening in state government by visiting the Governor's website (www.governor.state.az.us/) and the State Legislature (www.azleg.state.az.us/).

Know the party organization. Get acquainted with your District/County Officers, State Party Officers, and elected Green officials. Keep up to date on Party activities. Support activities of your County organizations and the Arizona Green Party.

-
- ✓ *Focus on relationships to build trust*
 - ✓ *Don't fret – you will learn all this and more just by getting started!*

Precinct Demographics

Know Your Neighbors

Know Election Laws

Know the Issues

Know the Party Organization

- ✓ *Stay informed by visiting the AZ Green Party at:*
www.azgp.org.



Chapter 5: Precinct Outreach

Effective Canvassing

As a Precinct Committeeman, you know your constituency best. You are the precinct "opinion maker." This means your neighbors and elected officials come to rely on you for information, advice, and help in solving public problems.

Your canvass will prove invaluable in your role as an elected or appointed PC. You will learn about the economic make-up of your precinct, what issues are important, what messages people are receiving from our candidates, and how the voters feel about the Party.

Why is canvassing important?

- Field and telephone canvassing is a valuable means of outreach, education, and fundraising, for advocacy and non-profit organizations. Incorporating a canvass and effective database management support allows an organization to build a real grassroots membership and funding base.
- Canvassing is a valuable method for mobilizing members and creating visibility for legislative and issue campaigns. Mature canvass networks have refined strategies and techniques in petitioning, targeting, voter registration, letter writing, and other grassroots campaigns.

The best way to accomplish this task is to get to know your neighbors and their needs. Canvassing does this. A canvass is walking door-to-door or calling and getting to know the people in your precinct. Walking lists are available primarily through your County Chair or through the State Party, and along with your precinct map, are an important tool in canvassing.

Make sure you follow through on all requests for help. If you don't know the answers to questions, say, "I don't know, but I will find out and get back to you."

Recruiting Volunteers

While you are canvassing, you will meet people who want to participate in the Green Party. Keep them in mind for the following jobs and opportunities:

- Precinct Committeeman / Block Captains
- Volunteers: Precinct / Headquarters
- Voter Registration volunteer
- Donor

Have interested volunteers fill out a Green Volunteer Card, and give all your completed cards to your County Chair (see Sample Green Card later in this chapter). Ideally, as you find others in your precinct who desire to assist Greens, you can make them Neighborhood or Block Captains.

Canvassing

Definition:

...To solicit political support or to determine opinions or sentiments. To seek votes. A personal solicitation of votes or survey the public opinion
(Webster's Dictionary)

Recruiting Volunteers



Neighborhood/Block Captains: These captains are responsible for the two or three square block area surrounding their homes. They will assist in voter registration when new people move into the neighborhood. They can also circulate petitions, and work on VBM (Vote By Mail) and GOTV (Get-Out-The-Vote) campaigns. Neighborhood or Block Captains are critical, especially in rural precincts and precincts with apartment buildings and gated communities that you may not be able to access directly as a PC.

"Service" is the key word to remember in neighborhood canvassing. The voters in your precinct will come to rely on you and the Green Party for answers to their questions and solutions to their problems.

1. Meet everyone. Start a relationship.
2. Let them know "they are not alone," that there are Greens and others in the area who agrees with them.
3. Find out what issues are most important to them and share Green principles and values with them.
4. Make sure everyone in the house is registered to vote.
5. GOTV = Get Out The Vote prior to elections.
6. Recruit volunteers.
7. Educate on issues.
8. Educate on candidates.
9. NEVER try to convince someone you are right and they are wrong. We'll never gain support trying to convince people they are wrong.
10. Let them know you're a Green resource for them, and there are Green activities they can take part in and candidates they can vote for who share their values.

Be prepared when you canvass with:

1. Precinct map
2. Walking list
3. Pencils and pens
4. Informational literature (party or candidate)
5. Voter registration forms
6. Boundaries for elections
7. Green Party button, T-shirt, sticker, or other for identification
8. Something to carry your materials in

Tips for when you canvass:

- Work in pairs when possible for safety, support, and fun
- Determine optimal time of day to visit
- Be prepared with a script: what will you say?

Block Captains

Providing Service



Canvassing Tools and Tips



Walking – personal visits: Face-to-face contact is the most effective way to meet people, exchange information, and make an impression for the Green Party and candidates. Your walking list contains house-by-house information in terms of registered voters, party affiliation, and whether or not they have voted in the last four elections (including local elections). This will tell you who the registered Greens in your precinct are – and which houses may not have any registered voters.

Discuss the issues which are important to **THEM**. You can get an idea of what those issues are by looking for the following to give you more insight:

1. **Bumper stickers or window decals:** What issues are brought up? Do they indicate issue preferences? Do they indicate particular values?
2. **Religious items:** Do they have any religious items in view? What can you tell by the nature of their religious display?
3. **Family:** What type of family do they have? For example, if they have small children, child care, education, and the future of our economy may be important to them. If they are an older couple, health care issues may be important, etc.
4. **Job:** What does the person do for a living? For example, if they are a teacher, what might that indicate about their values and daily concerns? What about a tradesman or laborer?
5. **Compliment them:** Find something to compliment them on when you introduce yourself. For example, if their lawn is beautiful, compliment them on it.

Telephone calls: If you cannot walk or prefer to call people, your walking list also contains phone numbers. Calling is also a great way to break the ice and mobilize Greens and get the Green message out.

House/hosting parties: Invite Greens in your precinct to your home or public meeting space (ie. Library, etc.) to meet other like-minded neighbors. At your House Party, have your fellow Greens meet candidates and learn about issues. House parties do not have to be elaborate – punch and cookies is fine – and they help build your Green community. For hosting ideas, talk to your fellow Precinct Committeemen.

***No matter how you canvass your precinct,
EVERYTHING you do is valuable to the Green
Party.***

**Canvassing
Techniques:**
Walking

**Canvass
Techniques:**
Calling

**Canvass
Techniques:**
House Parties



Calling Other Greens to “Open the Door”

Hello is _____ home? Hi, my name is _____
and I’m the Green precinct Committeeman for the _____
precinct. I live in/near your neighborhood.

(Option 1)

I am calling to let you know there are lots of Greens in our district, and that our County Green Party is holding a meeting on _____ (date) _____ at (Location and Time). I will be there and I want to encourage you to attend also.

(Option 2)

Local Greens are meeting to organize for future campaigns. I was hoping you could tell me about some issues important to you and that need to be addressed.

Conclude:

Thanks for your time. Let me give you my phone number, in case I can answer any questions you may have in the future. It’s _____ (phone #) _____. I hope to talk with you again soon. Goodbye.

Sample Phone Script

Option 1

Option 2

Help elect Greens. Become an AZ Green Volunteer!

Fill out the form below to join our grassroots army of volunteers. Volunteers will be contacted by local Greens with upcoming volunteer opportunities.

<i>First</i>		<i>Last</i>		<i>Email</i>		<i>Phone</i>	
<i>Address</i>			<i>City</i>		<i>State</i>		<i>Zip</i>
<i>County</i>	<i>Legislative District</i>		<i>Precinct</i>	<i>Will you be a Neighborhood Organizer?</i> <input type="checkbox"/> Yes or <input type="checkbox"/> No		<i>Will you host a House Meeting?</i> <input type="checkbox"/> Yes or <input type="checkbox"/> No	
<p><i>Now for a little more about you, check all that apply:</i></p> <p><input type="checkbox"/> Veteran <input type="checkbox"/> Health Care Professional <input type="checkbox"/> Senior Citizen</p> <p><input type="checkbox"/> Educator <input type="checkbox"/> Young Professional <input type="checkbox"/> Green Party PC</p> <p><input type="checkbox"/> First Responder <input type="checkbox"/> Student <input type="checkbox"/> Fluent in Spanish</p>				<p><i>Volunteer activities, check all that interest you:</i></p> <p><input type="checkbox"/> Register Voters <input type="checkbox"/> Office Assistance</p> <p><input type="checkbox"/> Phone Bank <input type="checkbox"/> Data Entry</p> <p><input type="checkbox"/> Walk & Knock <input type="checkbox"/> Write Letters to Editor</p>			<p><input type="checkbox"/> <i>Please check here if you have filled this form out before, and this is an update of your information.</i></p>



SAMPLE VOLUNTEER FORM

Volunteer Profile

Name: _____ Email: _____

Home: _____ Work: _____ Cell: _____

Address: _____ City: _____ Zip: _____

Neighborhood: _____ Precinct: (if known) _____

Volunteer skills and resources you can contribute:	Activity Preference
○ Publicity/Promotion _____	___ Precinct Captain
○ Computer Skills _____	___ Phone Banking or Phone Bank Organizer
○ Interpersonal Skills _____	___ Election Day activity
○ Typing/Filing _____	___ Hosting a House Meeting/Debate Party
○ Foreign Languages _____	___ Door to Door Canvassing/Canvass Organizer
○ Phone Banking _____	___ Canvassing in your Neighborhood
○ Office Software _____	___ House an out of town volunteer
○ Organizational Skills _____	___ Office Volunteer (day night weekend)
	___ Office Reception (day night weekend)
	___ Making dinner for the office volunteers
	___ Errand running
	Other: _____



Reading the Voters

Things to think about while you are out walking: You take a quick look around. What do you see and what might it tell you about the person whose home you are visiting? What might each of the cues listed below tell you about the voters who live there?

- Toys in sight
- Football, basketball, or soccer ball
- Religious symbols
- U.S. flag
- Union insignia
- Well-tended flower garden
- Expensive car

License plate

- Out-of-state
- Collegiate
- Environmental
- Child abuse prevention
- Veteran
- Disabled

Bumper stickers

- Hate is Not a Family Value
- Rainbow flag
- My child is an honor student at...
- NRA
- Buy American
- Support our Troops
- Semper Fi
- Licensed Contractors Build Confidence
- Sierra Club
- Union Yes
- Police or Fire Department

Reading the Voters

Items around the yard/house

Items on the car

SHOW'EM WHERE YOU STAND

Vote



Chapter 6: Registering Voters

Voter Registration: New Documentation-of-Citizenship Requirement to Comply with Proposition 200

For all those registering or re-registering to vote *in a new county*, **one** of the following forms of identification must be included on, or attached to, the voter registration form.

Those who are re-registering *within the same county* are **exempted** from the new ID requirements.

<u>PREFERRED FORMS OF ID</u> (Only a <i>number</i> on registration form needed – no photocopies)	<u>FORMS OF ID THAT ARE ALSO ACCEPTABLE</u>
Arizona driver’s license <u>number</u> or AZ non-operating license <u>number</u>, issued after 10/1/1996 [Boxes 13 and 14]	Photocopy of birth certificate with the <u>name of the applicant</u> *
U.S. Certificate of Naturalization <u>number</u> [Box 20]	Photocopy of first two pages of the applicant’s U.S. Passport * (displaying name and passport number) (expired passports are acceptable)
Indian census <u>number</u>, Tribal treaty card <u>number</u>, Bureau of Indian Affairs card <u>number</u>, or Tribal enrollment <u>number</u> [Box 16]	

* Name changes due to marriage will require the person to provide a copy of their marriage certificate as well.

While you are registering voters:

- Bring only **BLACK** ballpoint pens
- Don’t stack forms, as they are carbon copy
- Valid forms need ALL 3 checkbox questions answered in boxes 1 & 21.
Box 13 needs the AZ driver’s (or non-operating) license number from after October 1, 1996. If the voter doesn’t have one, encourage them to get it.
- Don’t let voters go until you check the ENTIRE form for completeness and give them the receipt.

Voter Registration:

Accepted forms of Photo and Non-Photo ID

Tips When Registering Voters



Frequently Asked Questions: Voter Registration

Voter Registration: Frequently Asked Questions	
Where can I get new Voter Registration Forms?	
New Voter Registration Forms can be obtained from your county recorder’s office or public library. You can also register online at servicearizona.com or by visiting pimagreens.org and clicking on “Register more Greens in Arizona”.	
Where do I turn in completed Voter Registration Forms?	
You can turn in completed forms to either your county Green party or directly to the county registrar’s office.	
What happens when I get a Republican Voter Registration Form?	
If a voter wants to register as a Republican, help them fill out the form, then suggest the voter mail the form himself.	
How do we register those who have driver’s licenses issued on or before 10/1/1996?	
If the voter has no alternative form of ID to meet the Prop 200 requirement, we must encourage him/her to get a new license, then register to vote. A voter registration form submitted with a license number from a pre-10/1/96 card will be sent back to the voter with a request for an alternative form of ID or an updated license.	
My county recorder’s office stated that “a driver’s license or non-operating license from another state that identifies U.S. citizenship” would meet the new Prop. 200 requirements. What does this mean?	
New residents need an Arizona Driver’s License or one of the other forms of identification listed on the previous page to satisfy the requirement.	



Increasing Green Registration

Between the 2010 primary election and January, 2011, Democratic registrations grew 1%, Republicans by 2%, Libertarians by 3% and the Green Party grew by 10% (according to the secretary of state). So how can we continue to strengthen this trend in the state of Arizona?

Canvassing

Canvassing is one of the most effective ways to register new Green voters. Not only will you be registering voters in your neighborhood, but you will also be establishing relationships with local Greens. When canvassing Green households, be sure to register all other eligible voters in the household.

ServiceArizona.com

www.servicearizona.com is a service of AZ Dept. of Transportation and the Secretary of State's Office, and allows people to register and/or update their voter registration on-line. Direct people to our webpage www.pimagreens.org or azgp.org where there is a link to Service Arizona on those home pages. The only thing people need in order to utilize this system is their driver's license number or non-operating identification license number, issued by the MVD since 10/1/96.

Tabling

Suggestions for setting up a voter registration booth or table:

- Post a "Register to Vote Here" banner.
- Put out "the basics":
 - Ballot Access petitions (when needed)
 - Voter Registration forms
 - GPPC half-sheet comprehensive handout (GPPC -#01)
 - The Green Party: A Real Difference" handout (GPPC -#02)
 - Green Party's 10 Key Values (GPPC -#03)
 - IRV pamphlets (GPPC -#04)
 - Proportional Representation info?

Note: By law, we must register everyone who submits a voter registration form to us, regardless of political party affiliation.

County Reco

The individual county r information regarding v places.



; across Arizona provide the most up-to-the-minute 1, voting guidelines, vote by mail, early voting, and polling



Increasing Green Registration

Canvassing

ServiceArizona

Tabling

County Recorders' Contact Info

County	Website
Apache County Recorder	http://co.apache.az.us/recorder/
Cochise County Recorder	http://co.cochise.az.us/recorders/
Coconino County Recorder	http://coconino.az.gov/recorder/
Gila County Recorder	http://co.gila.az.us/recorder/default.html
Graham County Recorder	http://graham.az.gov/graham_cms/recorder.aspx
Greenlee County Recorder	http://co.greenlee.az.us/recorder/
La Paz County Recorder	http://co.la-paz.az.us/main_pages/dept_recorder/recorder.htm
Maricopa County Recorder	http://recorder.maricopa.gov/
Mohave County Recorder	http://co.mohave.az.us/contentpage.aspx?id=129
Navajo County Recorder	http://co.navajo.az.us/recorder/
Pima County Recorder	http://recorder.pima.gov/
Pinal County Recorder	http://pinalcountyaz.gov/departments/recorder/
Santa Cruz County Recorder	http://co.santa-cruz.az.us/recorder/
Yavapai County Recorder	http://co.yavapai.az.us/recorder.aspx
Yuma County Recorder	http://co.yuma.az.us/index.aspx?page=79
Arizona Secretary of State	http://www.azsos.gov/

Additional county recorder contact information, including phone number and mailing address, can be found on the back of the Arizona Voter Registration Form.

Chapter 7: Candidate Support



One of a PC's most important jobs is to campaign on behalf of candidates. This is where the true grass roots efforts by PCs will make the greatest difference. For the most part, your role in a campaign will be led by the candidate or the candidate's designee, whether that is a campaign manager or a volunteer coordinator, who will be following the candidate's strategic field plan. The assistance you provide is critical to a candidate's campaign.

Qualifying: A candidate first must qualify for the ballot by obtaining the requisite number of signatures. To be a valid signatory, an individual must be registered to vote within the area in which the candidate is running, and in partisan elections, be a member of the candidate's party. Thus, individuals who sign Governor petitions must be registered Greens from anywhere within Arizona; for a nonpartisan race, such as most city council races, signers simply need to be registered to vote within the city boundaries.

Once candidates have filed statements of candidacy, you may obtain signatures for them. Visit the neighbors you have been in contact with as a PC; keep petitions in your car for when you see people you know. When collecting signatures in order for you to become an elected PC, carry candidate petitions as well. Also, you may stand outside a library or other public place – with permission of the establishment – and solicit signatures. Candidates usually try to get about 50% more signatures than actually required by law to ensure they have the minimum number of valid signatures.

For Clean Elections candidates, you also will help by getting the \$5 contributions they need to qualify for Clean Elections funding. Any registered voter within the candidate's district or area may give a \$5 contribution no matter what the party of the candidate or contributor. Thus, you may ask your Independent or Democratic friends for contributions to support Green candidates.

Campaigning: Simply put, candidates cannot do everything that needs to get done to win an election. This is where they rely on volunteers to be their surrogates in terms of walking, calling, e-mailing, and more. *This is where the time you took as a PC to canvass your neighborhood in non-election times pays off for our candidates.*

Also realize most voters will be aware of the major candidates, such as President, U.S. Senator, Governor, or Mayor, but may be less informed about the "down ticket" candidates, those running for offices such as state legislature, city council, or school board. When people don't have any information about these races, they tend not to vote in them at all. But you can change that!

Candidate Support

Qualifying

Campaigning



As a PC, you can encourage more people to vote for our candidates by:

✓ **Walking** – This is still the best way to help candidates: talking face-to-face with people in your precinct and leaving the candidates’ literature. It is important for you to know basic information about candidates you’re walking for, but it is more important to let the candidates speak for themselves through their printed materials. If you are asked questions that are not covered in the literature, do not guess what the candidate’s answer is; write down the question, find the answer, and get back to the voter – or have the candidate do so if possible.

Who you are asked to contact will depend on the candidate’s field plan. The first contacts may be with high-efficacy Greens (i.e., Greens who vote in all or most elections), followed by sporadic-voting Greens, then Independents, Party-Not-Designated and persuadable Republicans and Democrats. Some candidates may want literature distributed only in certain areas.

Enlist the help of others – perhaps you know a student who needs community-service credit that can be fulfilled by leaving a candidate’s door hangers throughout your neighborhood.

✓ **Calling** – If the telephone is your preferred method of communication, use it on behalf of candidates. Make sure you present the message the candidate wants to get across; ideally the candidate’s campaign will prepare a script for you to use.

✓ **E-mailing** – This is an inexpensive and effective way to reach people. It should not be overused; none of us like spam, and during campaigns some people come to dread looking in their inboxes. But used sensibly, e-mails will help introduce candidates to people you know (or have contacted) and carry the candidates’ message.

✓ **House Parties** – When people actually meet a candidate, they often vote for that person because of their personal contact. For many races, especially where most if not all the candidates are unknown, personal contact may be all it takes to win that person’s vote and the votes of their friends. Most voters are thrilled to meet candidates, and house parties are a valuable way to make that happen.

✓ **Fundraising** – For candidates not running as Clean Elections candidates (e.g., city council, school board), their campaigns will run on donations. Soliciting funds at an event takes time away from the candidate’s ability to meet

Walking



Calling

E-mailing

House Parties

Fundraising



with people and garner votes. You will help by getting contributions for those candidates.

✓ **Be a Billboard** – Post your candidates’ signs in your yard, wear their buttons, add their bumper stickers to your car. Whatever you do increases candidate name recognition.

✓ **Miscellaneous** – Have an hour or two but can’t walk or call? Find out what else a candidate needs to have done. It may be something as simple as stuffing door-hanging bags or logging data about sign locations or addressing postcards for an event. Most candidates tell you that they could work on their campaigns 24 hours a day, 7 days a week. Much of that time is spent on tasks such as these. Anything you can do to help candidates use their time more effectively is much appreciated and *very* useful!

All of these activities also apply to ballot issues you may want to support or work against. Ballot measures require signatures to qualify and committees working for or against issues also must raise funds and awareness about the measure.

Although you will be working on behalf of Green candidates, **some of the races will be nonpartisan**. With a candidate’s permission, reveal his or her affiliation when it will help the candidate, such as when you are talking to Democrats. But if you are in a heavily Green area, let the candidate’s qualifications speak on their behalf.

For candidates to succeed, they need your support. Any help you give them – whether it’s stuffing envelopes, walking neighborhoods, or hosting a fundraiser – will bring them that much closer to winning the election.

Publicity

Miscellaneous Assistance

On the Campaign Trail



Chapter 8: Winning Elections

Winning Elections

Winning Elections

Today's winning campaigns require a strong focus on field efforts, including door-to-door canvassing, phone calls, and letters – all the things you will be doing as a Precinct Committeeman! The bottom-line goal is this: we win elections by getting ALL of our supporters to vote – and especially to vote early.

Early Voting

Early Voting (both by mail and in person) has been responsible for the steady increase in overall voter turnout in Arizona over the past few general elections. From 1996 to 2004, early voting in Arizona increased tremendously, and *now accounts for almost half of all votes cast in statewide races*. During this same time period, overall Voter Turnout in AZ has gone from less than 64% to more than 77%, attesting to the importance of Early Voting. As of today, the two overrepresented corporate-influenced parties still outperform Greens at Early Voting in Arizona. We must reverse this.

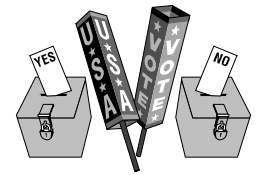
We will utilize the Statewide Campaign Plan during the final few months of the campaign. It will involve components for **Early Voting** (in person), **Vote-By-Mail (VBM)**, and **Get-Out-The-Vote (GOTV)**.

Each county party, district party, club and Precinct Committeeman must do their part for the overall campaign plan to work.

- As a PC, you should encourage all the Greens in your precinct to vote early, either in person or by mail.
- THE HIGHER NUMBER OF LIKELY SUPPORTERS WE ENCOURAGE TO VOTE EARLY, THE MORE LIKELY WE ARE TO WIN.

This is where YOU make the greatest difference!

Early Voting



Early Voting in Person

Any registered voter may vote in person before Election Day at early voting polling places across the state.

1. Early Voting begins 33 days before every Primary Election, and 33 days before every General Election.
2. Every county recorder's office designates and publicizes particular polling places that function as early voting polling places. Contact your county recorder to find out the early voting locations in your area. Get address, phone, and hours of operation.
3. Early Voting in person is the same as voting on Election Day. You show up, sign the voter roll, receive and fill out your ballot, and place your ballot in a secure box. Early ballots begin being counted about one week BEFORE Election Day.
4. Another advantage of early voting is that your ballot can't be rejected for voting in the wrong precinct, as it could be on Election Day. Also, you do not need to plan in advance to Vote Early. Just walk in and do it!

Vote by Mail (VBM)

Any registered voter can request to receive their ballot in the mail and can submit their ballot by mail. This program, called Vote-By-Mail, is offered by all County Recorders in AZ, and is a great way to ensure that our supporters vote!

1. Just like Early Voting in person, VBM Ballots begin being mailed out 33 days before the Primary Election, and 33 days before the General Election, to every registered voter who has requested one.
2. Any registered voter can request a VBM Ballot, beginning 93 days before the election. Requests for the Primary and General Elections can be combined. VBM ballots for every other election – such as city elections – must be requested separately through the City Clerk/Elections Dept.
3. Voters can visit their County Recorder's or City Clerk's website to fill out a VBM Request online, or they can fill out a VBM Request Card and mail/submit it to their Recorder's or Clerk's office. (Note: Our Statewide Campaign usually prints our own version of this VBM Request Card. This allows us to track all supporters who have requested an early ballot – to make sure they return their ballots.)

Early Voting in Person

Vote by Mail (VBM)

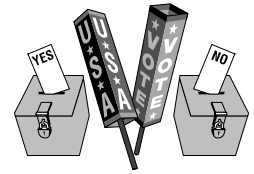


Get Out The Vote (GOTV)

Some voters, rather than voting early, choose to vote on Election Day. Others request a VBM Ballot but neglect to return it. In order to ensure they all vote, we must have an effective GOTV program.

1. The final four days, including Election Day, are when 100% of our efforts are focused on ensuring that every likely supporter (who hasn't already voted) gets to the polls on Election Day. This involves an intensive door-knocking (canvassing) and phone-calling program that goes almost around the clock for the entire four-day period, until the polls close on Election Night.
2. During the GOTV period, we are focused exclusively on those Greens and others who have been identified as likely Green supporters. We do NOT want to encourage votes for other parties.
3. The four-day GOTV push requires every minute PCs can give to the effort. GOTV is a period of time when we involve hundreds of new and returning volunteers, and operate from many locations at once. It requires a lot of coordination. *PCs are critical to this effort.*

Get Out The Vote (GOTV)



ELECTION DAY



Frequently Asked Questions - Voting

Frequently Asked Questions: Early Voting, VBM and GOTV
What happens to Early Ballots? When are they counted?
Once the county recorder’s office verifies the voter’s signature on the outside of the ballot, the early ballot is counted. It is also scanned to lock in the voter history and create a paper trail.
When does Early Voting end?
Vote-By-Mail Requests must be received by the close-of-business <i>two Fridays before Election Day</i> . Early Voting In Person ends at the close of business on the last Friday before Election Day. VBM Ballots that are returned by mail must be received in the appropriate official’s office by Election Day. <i>All voters still in possession of their VBM ballot on the Friday before Election Day should hold onto it and drop it off at their polling place <u>on Election Day</u>.</i>
What if I’ve lost or ruined my VBM ballot? May I still vote?
YES. At the polling place, you will be asked to cast a provisional ballot, which will be counted as soon as it is verified you have not already voted. This option is open both at early polling locations <i>and</i> at your polling place on Election Day.
Will I be required to show ID at the polls? May I still get a ballot if I don’t have a picture ID with me?
You will be required to show proof of identity at the polling place before receiving a ballot. Identification is "valid" unless it can be determined on its face that it has expired. You may vote without picture ID if you have the alternate accepted forms pursuant A.R.S. 16-579. You may vote by a provisional ballot without any sufficient ID.
Will I be required to show ID if I vote early?
Anybody voting by mail is not required to show ID; they must simply sign the ballot envelope. This is another argument for encouraging all supporters to Vote-By-Mail. The ID requirement for early polling places (early voting in person) will be the same as that for Election Day polling places.



Frequently Asked Questions: Voter Protection

How do we ensure every vote is counted?

On Election Day, we ask Greens to work INSIDE THE POLLS, OUTSIDE THE POLLS, **and** WHERE THE VOTES ARE COUNTED. Green PCs can help ensure we have Green volunteers in all these places. Ultimately, it is our collective eyes and ears that ensure every vote is counted.

What's the difference between being a poll worker and a poll watcher?

Poll workers work inside the polls; poll watchers work outside the polls. Poll workers are paid and trained by the County Elections Department to assist in the voting process. By being inside the polls, they are in the *best* position to ensure everyone who has the right vote gets to vote. Poll watchers are volunteers who watch to make sure no forms of voter intimidation or other practices that interfere with a person's right to vote take place anywhere near the polls. *When requested, poll workers and poll watchers will receive supplemental training by the Green Party regarding voter protection.*

Under what circumstances are provisional ballots counted? Under what circumstances are they not counted?

The vast majority of provisional ballots are counted. They are counted after the polls close on Election Day, and once the verification process is complete. The verification process for each provisional ballot has four steps, ensuring: (a) correct registration; (b) correct signature; (c) correct polling place; and (d) verification the voter has not already voted. The majority of rejected provisional ballots are rejected because voters are not in fact residents of the jurisdiction in which they were attempting to vote.

In most counties, there are two ways to check whether your provisional ballot has been counted – the **County Elections Department call center** and its **website**. When a voter casts a provisional ballot at the polling place, he or she is given a unique identifier number on a piece of paper. The voter can then check through the Call Center or the Website to see whether or not the ballot with their unique number has been counted.

What about the results announced on TV on Election Night?

Results announced on the 10pm news are NOT final. We must have volunteers to watch the actual counting of the votes and the certification process the ENTIRE way – which takes a few days. This is just as vital to ensuring that all votes are counted as is watching the polls.

Frequently Asked Questions – Voter Protection



Chapter 9: Volunteer Recruitment

Many PC tasks, especially during an election cycle, become more manageable if you recruit additional volunteers. Keep in mind these volunteers also may be future leaders of the precinct, the region, and the Party. When you're getting volunteers, be sure you know *exactly* what you want people to do. Define the jobs or activities, and make sure these are not simply "grunt work" or dull jobs no one else wants to do. Think about the work to be done and the skills of the volunteers you recruit, and try and match them as much as possible.

The number one way to get others active is to call through the people in your precinct who have signed up in the past to volunteer with the Party and invite them to take part in a precinct-based activity. Your County Chair (and sometimes the State Party headquarters) has up-to-date lists of who these people are and would be glad to share them with you. Another method of recruiting volunteers is to call the "high efficacy Greens" (i.e., Greens who vote consistently) in your precinct. From your lists of former volunteers and of actively voting Greens in your precinct you will likely identify several individuals who might help and even possibly serve as neighborhood captains or new PCs.

When calling volunteers from previous years, be sure to thank them for their past service to the Party before asking them to volunteer again.

Here's a general way you might approach voters to volunteer:

Hello, may I speak with Mr./Mrs. _____? Good evening, my name is _____ and I'm a volunteer with the local Green Party. We're organizing our precinct to get more Greens active in this community. The coming election will be very important for our city/county/country, and we're working to elect Greens who agree with our values and will fight for our priorities. Would you like to hear about our plans for getting this done? We're having a meeting at DATE, TIME, LOCATION to get organized. There's no obligation at this time other than to be interested. Will you join us?

Some people respond better when there is an issue of concern at stake:

Hello, may I speak with Mr./Mrs. _____? Good evening, my name is _____ and I'm a volunteer with the local Green Party. We're organizing our precinct to get more Greens active in this community. We stand to lose a lot of support for people in our community unless we turn out in mass to vote. There are so many Greens and other concerned citizens in this precinct who need to know the facts. Would you like to hear our plans for getting this done? We're having a meeting at DATE, TIME, LOCATION to get organized. There's no obligation at this time other than to be interested. Can we count on you?

**Recruiting
More
Volunteers**

**Phone
other
Greens**

**Approaching
Volunteers:**

**Recruiting
Scripts**



When you have your volunteers on board, *orient them to the tasks at hand* – the purpose, the desired results, and strategies for success. Make sure they know how much time is likely to be necessary to complete the task. If any training is required, find out if the State Party, County Party, or a candidate may be able to provide such training and invite all volunteers you know to join in.

Make sure your volunteers are *acknowledged for their work* – show your appreciation and that of the candidates and the Party. Make sure you listen to volunteers’ suggestions to improve how the job gets done.

**Let your
volunteers
know what
is expected
of them . . .
and be sure
to THANK
THEM.**

Ways to effectively recruit and maintain volunteers also include:

1. Get acquainted. Hold social events in conjunction with your county party, such as: pancake breakfasts, ice cream socials, meet the candidate coffees, etc.
2. When people ask to get involved, start them slowly and try to match their skills with tasks in the precinct. Also, notify your County Chair immediately to assist with proper placement in a volunteer job and to arrange for appropriate training.
3. Identify activists already living in the precinct, e.g. union members, teachers, conservationists, social issues interest groups, retired citizens, and other core groups usually aligned with Green Party positions.
4. Obtain a list of supporters from elected officials or past candidates.
5. **Ask** for people to be involved. People like to be asked, and unless they are self-directed, they usually will wait until they are asked before they get involved.

Recruiting Tips

“The final test of leader[s] is that [they] leave behind [them] in other [people] the conviction and the will to carry on.” - Walter Lippman





Volunteer Job Descriptions

Data Entry Coordinator: Help coordinate data entry from data gathered at events, fairs, fundraisers, etc. This person could even be called upon to help with candidates' data entry during the election year.

Skills: Basic computer knowledge and ability to coordinate with volunteers.

Web Assistant: Help webmaster maintain and post information on website.

Skills: This person should have fundamental knowledge of websites and be willing to learn what is necessary from our webmaster.

Voter Registration Coordinator: Organize a group of volunteers once monthly and possibly more during an election year to organize Voter Registration Drives.

Skills: Good organizational skills and ability to coordinate and motivate volunteers.

Canvassers: Volunteers to knock on doors for candidates or the Green Party.

Skills: Basic understanding of the candidate you are volunteering for. Good walking shoes and a ready smile!

Phonebankers: Volunteers who are willing to make phone calls to voters, utilizing scripts. Calls could be for a specific candidate, a poll, or to remind voters to go vote, etc.

Skills: (Having a grasp for the obvious. ☺)

Activities/Events Committee: Volunteers willing to help organize events or activities advocating for Green ideas and candidates. Events could range from small in-home gatherings to Green fundraisers, fair booths, and other such events.

Skills: Ability to work as part of a team networking with the residents of our community finding opportunities for Greens to be heard. Creativity with booth decorating and parade planning.

Letter Writers: Write letters to the editor to local, regional and national newspapers/politicians.

Skills: Strong writing skills and willingness to help others with letters.

Headquarters: Help staffing headquarters, to keep HQ open as a resource for Greens.

Skills: Strong communication and organizational abilities.



Chapter 10: Volunteer Opportunities

Voter Registration Committee: Develops, coordinates, and implements plans with other District/County PCs and volunteers to register more Greens.

PC/Volunteer Coordination: Works closely with County Chair in training and communicating with Precinct Committee People and other volunteers, and encourages greater participation in County Greens.*

** PC Recruitment is everyone's job!*

Get Out the Vote: Acts as liaison between the County and Statewide Coordinated Campaign, to organize and implement the Early Voting and GOTV plans.

Communications / Education: Coordinates with State Party Communications Director to implement communications strategies, including letter-writing campaigns, press releases, and press-related events.

Record Keeping / Data: This committee coordinates data management efforts utilizing the AZ Green Party volunteer database and the Voter File, working closely with the State Party to maintain both volunteer and voter lists.

Campus Greens: Works closely with all Arizona learning institutions and acts as liaison with County Party volunteers to help accomplish Green Party goals.

Coalition Building: Works to establish and maintain relationships with like-minded community leaders, to promote the Green Party message and create opportunities for mutual benefit. Work closely with County Party leaders as well as the AZ Green Party to coordinate and communicate efforts to create a more inclusive Party.

Phone Tree Coordinator: Responsible for ensuring that all County Party members are called regarding upcoming meetings and events by sending out names and #'s to volunteers who are available to make calls. This person should be authorized to utilize the Green Party volunteer database.

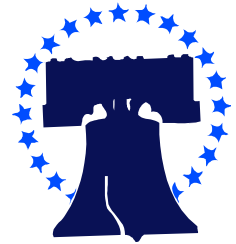
Newsletter: Acts as contributor or editor and organizes monthly newsletter or e-newsletter for distribution within district or county.

Boards, Commissions, & Committee Listings:

<http://cms3.tucsonaz.gov/clerks/boardscommissions> for Tucson.

<http://www.pima.gov/cob/bcc/index.htm> for Pima County.

Committees and other Volunteer Opportunities



IN SUMMARY, A PC IS CALLED TO:

Educate. Invite all potential party activists from every section of your precinct to strategize together and outline tasks that need to be done. Coordinate your event with a local elected official, party leader, or Green Party event. Educate them about the Green Party, our candidates, and issues of importance. Make sure they receive training through the County or State Party.

Educate

Motivate. Keep in touch with the people in your precinct who have shown an interest in becoming involved. Regular communication with Greens at the precinct level will uncover many people who have never become involved in the Party because no one has asked – until now. Make sure these potential activists understand the importance of their involvement. Invite them to County meetings, precinct walks, and phone banks. Have them fill out a *Green Card*, so they may begin receiving regular updates from the State Party, and be hooked into the volunteer network at the local level. **KEEP IN TOUCH!** Be innovative. Communicate via e-mail, organize a telephone tree, produce a precinct flyer, etc.

Motivate

Lead. Keep all block captains, volunteers, and precinct workers pulling together despite bumps in the road. Keep your eye on the prize! Take responsibility, making sure all volunteers are invited to monthly meetings, volunteer opportunities and special events in the County.

Lead

Inspire. Help activists see themselves as political experts in the community to whom others can turn for guidance. PCs are the direct link between the Green Party and the voter, and they wield immeasurable influence.

Inspire

Organize. Start a precinct canvass – walking or phoning. Contact your County Chair for additional help, walking lists, literature, etc.

Organize

**Educate ★ Motivate ★ Lead ★
Inspire ★ Organize**



Chapter 11: Party Communications

Keep copies here of pertinent communications from your district, county, and state party such as newsletters, meeting notifications, meeting minutes, fundraisers, etc.

EFFECTIVE COMMUNICATION STRATEGIES

- Message formation
 - Create a consistent, coherent message
 - Bring all other related issues back to the central themes of the message
 - Keep message in line with State and National Party to create multiple levels of reinforcement
 - Share message talking points with County Committee members and volunteers so we are all saying the same thing
 - Be positive! Don't just point out negatives of the other parties, focus on what Greens will do
- Getting your message out – traditional media
 - Letters to the editor
 - Develop relationship with local media
 - Inform local media of events, good work done by Greens
 - Don't forget to focus on local Greens!
- Getting your message out – new media
 - Regularly update PimaGreens.org website
 - Maintain a blog, monitor other political blogs in the area and contribute to those
- Together, America can do better!

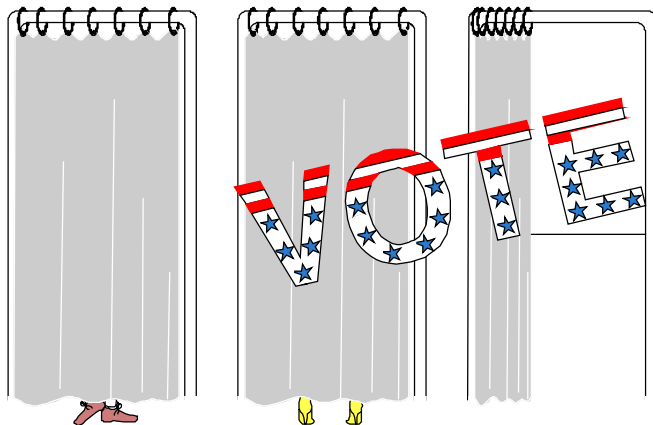
ORGANIZE!
ORGANIZE!
ORGANIZE!
-Joe Hill



Appendix

Included in this chapter:

- Party Structure
- Party & Elected Officials Contact Information
- Sample Cards and Letters
- Writing introduction letters
- Sample Intro Letter
- Sample GOTV Letter
- Sample E-mail Welcome
- Tips for Writing Letters to the Editor
- Sample Letter to the Editor
- A Four Point National Agenda



Party Structure

The Precinct

The Arizona Green Party organization begins with the Precinct and is run by Precinct Committeemen (PCs). A precinct is where elections are won or lost, and has several thousand residents. The party roles in the Precinct are:

- Precinct Committeeman: the persons who coordinate parts of the precinct.
- Block Captain: persons responsible for voters in several blocks.
- Precinct Volunteer: people who can volunteer for Green Party activities.

The Legislative District

The district is a much larger political unit. You are in District _____. The thirty Legislative Districts are the basis for electing state legislators. The lines are drawn by an independent redistricting commission after each census. To find your local legislator and other legislative information, go to: www.azleg.gov. The party roles for the District are:

- District Committee (all PC's in the District)
- District Chair & Exec. Committee (2 Vice Chairs, Secretary and Treasurer)
- Organizational and Election-related committees

The County

You are in _____ County, which has _____ legislative districts. Contact information for the County is found at _____. The party roles for the County are:

- County Committee (all PCs in the County)
- County Chair, 2 Vice Chairs, Secretary, Treasurer, (and Sergeant-at-Arms) (plus 5 additional GPPC officers include: 1 Co-Chair, 2 At-Large, 1 Gender, and 1 Minority Rep.)
- Executive Committee (all District chairs and statutory County officers); Committee also includes a finance committee, PC/volunteer coordinator, voter registration coordinator, and assistants as needed.
- Organizational and Election-related committees

The State

The Arizona Green Party (AZGP) takes the leadership role for statewide party efforts. Contact information for the AZGP is found at www.azgp.org. The party roles for the State are:

- State Committee (composed of the 15 County Chairs and those Precinct Committeemen who have been elected as State Committee Members by their Districts – each County/District shall have one State Committee slot for every three ballot-elected PCs per County/District)
- State Chair, 1st Vice-Chair, Senior Vice-Chair, 3 female Vice-Chairs, 3 male Vice-Chairs, Secretary, Treasurer, Educational Coordinator, Affirmative Action Coordinator, and National Committee Members
- Executive Committee (elected officers of the State Committee, the 15 County Chairs and 1st Vice-Chairs, plus 3 Members-at-Large appointed by the State Party Chair from each Congressional District)
- Organizational and Election-related committees

Party Structure

Precinct

Legislative District Committee

County Committee

State Committee



Party & Elected Officials' Contact Information

State Green Party		County Green Party	
Arizona Green Party (AZGP) P.O. Box 60173 Phoenix, AZ 85082 Phone: (602) 417-0213 Email: info@azgp.org www.azgp.org		Green Party of Pima County GPPC) P.O. Box 6014 Tucson, AZ 85703 Phone: (520) 798-6169 Email: GPinfo@pimagreens.org www.pimagreens.org	
Position in Local Party	Elected Officer (terms end Jan., 2021)	Email	
Chairperson	Eduardo Quintana		
1 st Vice Chairperson	Cara Bissell		
2 nd Vice Chairperson	Ryan Kelly		
Treasurer	Bob Aros		
Secretary	Mike Cease		
Outreach Rep. - Minority	Tom Racey (appointed)		
Outreach Rep. - Gender	Alice Ritter		
1 st GPPC Rep.	Colette Jennings (term ends August, 2021)		
2nd GPPC Rep.	Michael Wendroff-Valentine (term ends February, 2021)		
State Party Rep.'s	Eduardo Quintana Cara Bissell Ryan Kelly		
All Districts' Positions	No District Committee has been established (see GPPC bylaw IV-A)		

Contact Info

For AZGP Staff and Officers' contact info, visit azgp.org

Steering Committee

Legislative District (LD) Committees



GPPC County Committee

Precinct Captains

(term: October 1, 2020 through September 30, 2022)

017 - Smith, Matt

020 - Baker, Beryl

045 - Bird, Paul

063 - Cease, Mike

068 - Adger, Steven

069 - Hall, Jaime

091 - Irvin, Chuck

100 - Byram, Carol

117 - Pajouyan, Amir

134 - Kelly, Ryan

143 - Kight, Neil

145 - Racey, Tom

153 - Quintana, Eduardo

156 - Bissell, Cara

167 - Aros, Bob

182 - Dilorenzo, John

192 - Peterson, William

194 - Selusi, Penehuro

last updated - 10/04/20





Elected Official Information	Party	District/Ward	Contact
U.S. Senator			
U.S. Senator			
U.S. House of Representatives – District 7			
U.S. House of Representatives – District 8			
Governor			
Secretary of State			
Attorney General			
State Treasurer			
Superintendent of Public Instruction			
State Senator			
State Representative			
State Representative			
Corporation Commissioner			
Corporation Commissioner			
Corporation Commissioner			



Corporation Commissioner			
Corporation Commissioner			
Corporation Commissioner			
County Supervisor			
County Recorder			
County Sheriff			
County Attorney			
County Assessor			
County Superintendent of Schools			
Mayor			
City Council Members			
School Board Members			

*For a comprehensive City/County/Tribal/State/National directory see:
 “A Citizen’s Directory of Elected Officials”
 (They Represent You)*

<http://www.timetovote.info/212327%20LWV%202011%20Directory%20Web.pdf>

League of Women Voters



Sample Cards and Letters

Postcards to leave when walking or canvassing

HI NEIGHBOR....

I am your Green Party precinct committeeman in this precinct, and I hope we will have a chance to get better acquainted between now and the November election.

Because this election is so important, I hope you will find time to discuss with me the information I'll bring around from time to time concerning our candidates, issues, and the Green Party. Feel free to call; I'm as close as your phone.

Name _____

Phone _____

E-mail _____

↑ Only drop these at houses in predominantly Green neighborhoods →

SORRY we missed you...

I called to tell you that you are not eligible to vote because you are not registered at this address. I have left a registration form for you to complete and drop in the mail. **YOUR VOTE IS IMPORTANT TO THE GREEN PARTY!**

For further information, please phone:

your Green Precinct Committeeman

at _____.



Your goal. Try to send a letter or postcard to Greens in your precinct at least once a year during off election years and at least twice during election years. The most important letters are those meant to get out the vote, such as in the samples that follow. Notice in almost all of these letters, you should never miss an opportunity to promote what is going on in your district. This provides access to the Green Party and gives us more credibility.

Even if the people you write to in your precinct never attend a meeting, your letter demonstrates clearly that Arizona Greens are proud and active. Even staunch Greens sometimes think there's a mostly inactive party here. That is certainly NOT the case, but to them perception is reality and people despair. We cannot overemphasize the value of one-to-one personal contact between the party and individuals.

Also, by giving out your phone number and offering to help voters, whether it is to help them obtain basic information or vote-by-mail ballots, PCs are offering a service. If you offer to do something, make sure you follow up! Again, it takes very little effort, but in a world of low expectations, even a little effort is often greatly appreciated.

Pima County Greens

Precinct 123
Pima County

May 2016

Dear Fellow Green:

My name is Joe Schmoe and I am your Precinct Committeeman in precinct 123. I want to introduce myself to let you know that this is very important election year and the state Green Party is committed to changing the make-up of the state legislature to have more Greens in both the House and the Senate. And of course, we are fully behind the election of Jill Stein to be the next President!

As a father of two school age children, I am very excited that Pima County has **seven** strong and viable candidates: **Cyndi Tuell for Pima County Attorney, Mike Cease for Pima County Recorder, Josh Reilly for District #4 Pima County Board of Supervisors, Martin Bastidas for District #5 Pima County Board of Supervisors, Nancy Knox-Bierman for Justice of the Peace, Judicial District #9 and Beryl Baker, Constable, Judicial District #4 and Trey Cizek, Arizona State House, Legislative District #3.** Elected representatives who embody Green values and thinking

Writing Letters to Voters in your Precinct

Sample Introduction Letters

Sample Letter #1



and convictions are badly needed in county and state offices.

As a Precinct Committeeman, it is my job to make you aware and get your support. All Pima County candidates are seeking donations to their campaign committees. It is important to use this process so we can show it is possible to win without the influence of big money and special interests, seeing that the Green Party accepts no corporate contributions.

I ask that you call me ASAP so that I can stop by and get your support for all our Green candidates. I also have to gather signatures from Greens like you in order to be on the ballot as an elected Precinct Committeeman.

Thank you for your time,
Joe Schmoe

**Sample Letter
#2**

SAMPLE PRECINCT LETTER

Dear neighbors and members of Precinct ____, Ward ____,

I'm sending this letter for three purposes. The first is to introduce myself as your recently-elected Green Precinct Committeeman. Second, I want you to know why I have become actively involved in the Green Party. Third, I want to inform you of important election information for you to use and share with your family, friends, and neighbors.

1. Who am I? I was elected during the primary election to fill the vacant position of precinct committeeman for our precinct. This is a volunteer position with the task of getting out the vote and supporting our Green candidates. I will need all the help I can get from you—my precinct neighbors. The precinct runs roughly from ____ to ____ and from ____ to _____. There are ____ registered Green households in the precinct, including at least one person in your household.

2. Why do this? Because the two dominant parties represent the top 3% at the expense of working Americans.

I have become more actively involved in politics because I've realized how politics affects our daily lives. We can influence these formidable challenges facing our neighborhoods, Tucson, Arizona, and the entire United States using the Green Party's Ten Key Values as a framework for practical solutions. We need you to be more involved too in order to change a system where an elite few influence your life. If we do not make our voices heard by voting, we will continue to suffer the consequences of hierarchical absentee decision-making as American citizens and as Arizonans.

3. Please remember to vote in this election for you have already shown your civic commitment by being a registered voter, but it will be your actual taking part in the precinct's Green growth and your voting on November ____ that counts. If you are not registered, the last day to register is _____. You can register at the county court house, 115 N. Church Ave. or pimagreens.org.

Our precinct votes at _____. You may also vote by early ballot either in



person at the court house beginning on _____, or by requesting that a ballot be mailed to you. For more information you can call the county clerk at (520) 740-4350 or you can also check these websites:

<http://www.pima.gov/elections/> and <http://recorder.pima.gov/>

Additional information: The Pima County Green headquarters is at _____. Beginning _____, it will be open Monday through Saturday from ____ to _____. If you would like to volunteer to help out at the headquarters, please call _____.

The following Greens are hotly contested by Democrat challengers. Please support them at the polls on November ____.

President and Vice President:

US Senate:

US House, 2d Congressional District:

Arizona Senate ___ District:

Arizona House, ___ District:

County Commissioner, ____

District: County Clerk:

County Treasurer:

We welcome your input. What are the most important issues to you? What would you like us to communicate to others? If you have any questions, please contact us at _____. Our e-mail address is _____, and our mailing address is _____.

Sincerely,

AAA AAAAAA

Precinct Committeeman

BBB BBBB

Precinct Committeewoman



20 October, 2010

Dear Renee:

First, if you voted in the primary, thank you very much. Both Anne Greenberg and I were elected Precinct Committeemen for your precinct. The grassroots work of any political party is performed by PCs, so thank you for supporting us and the Green Party.

Most importantly, I want to encourage you to vote in the upcoming general election. I'll be walking the neighborhood several times between now and the election. If I don't get a chance to stop at your house, or you're not in, please accept this reminder that we need your vote November 3rd.

Please, take the time to vote. With Arizona leading the nation in vote-by-mail ballots it's easier than ever to make your voice heard. If you have not received a vote-by-mail request card and would like to receive one, please give me a call and I'll have the request card sent to you.

By the way, our next district event is at Taliesin West on November 19th. Join us at 7:00PM for a guided tour of this internationally renowned landmark. (It's located at Cactus and Frank Lloyd Wright Blvd.) Our guest will be Cynthia Lukas, Scottsdale City Councilwoman.

Again, thanks for supporting Anne and I in the primary. We'll be serving this precinct for the next 4 years. If you have any questions, please give us a call: 493.6656.

Regards, Rick McGuire
Precinct Committeeman
District 8 Greens

Sample GOTV Letter

REMEMBER TO  VOTE



Hi!

At your request, we have added you to our GPPC email database. We will not wear out our welcome. We send e-mail meeting alerts (once a month) and we send news and commentary maybe twice a month.

We do not add your name to other databases. However, you yourself can select which Green e-mail alerts you would like to receive. (We give you some options below.)

Our next County Meeting is **Thursday, Oct. 11th** from 7-9 PM at Mt. View Community Center, 8625 E. Mt. View Road, Scottsdale. Guests include Tim Hogan, the Arizona Center for Law in the Public Interest; Dr. Barbara Erwin, Superintendent of the Scottsdale Unified School District; David Goldstaub, Scottsdale School Board member; and Rod Rich, candidate for State Superintendent of Public Instruction.

NOTICE: To keep abreast of redistricting and how this will change D28, look for the most recent maps at <http://www.azredistricting.org>.

We thank you for your interest.

Best regards,

Rick McGuire
Chair, D27 Green Committee

Want more information?

Learn all that's going on at the Green Party of Pima County. Go to our website www.pimagreens.org and add your comments to the Blog!

What's happening nationally? Get the latest from the Green National Committee <http://www.gp.org/>

Finally, to keep abreast of Green Party information and activities, we recommend:
<http://www.gp.org/ebulletin/>

**Sample
E-Mail
Welcome**

**Providing
More
Information**



Letters to the Editor can have a big impact on voters, just by letting others know the Green perspective to the issues being covered. Here are some sample letters and tips for writing effective letters to the editor.

Sample Letters to the Editor

Tips for submitting Letters to the Editor:

- 1) Length: About 200 words
- 2) When submitting a letter, supply your contact information, including a daytime phone number, for verification
- 3) Argue a point, but don't write an essay
- 4) If you are responding to a column or previous news item, give the date and headline, if possible
- 5) Read the samples included in this handbook to better understand the form and style of a good letter to the editor.

Tips for Letter Submissions

The Arizona Green Party operates the online *Rapid Response Center*, allowing you to determine exactly which media outlets you want to contact with your letter. At the Rapid Response Center, you can send your letter to any one of over 80 Editors at newspapers statewide – including Spanish Language papers! Sending your letter is as easy as the click of a mouse!

Rapid Response Center!
www.azgp.org/rapidresponse

The beauty of this system is that the Arizona Green Party gets a copy of the letter you submit (see examples below). This means, if the paper doesn't publish your letters, we'll know. And we can do something about it!

Access the [future] Rapid Response Center azgp.org/rapidresponse

Note: see <http://azdem.org/action/write/> as the example for the future AZGP *Rapid Response Center*

Submitted by Surya-Patricia Lane Hood

Friday, June 10, 2005 at 18:07:41

city: Phoenix state: AZ zip: 85020

Re: It's time to quit arguing about trust and start governing.

Arizona Republic - Thursday, June 9th, 2005

One of the things I admire about Gov. Green is her straight-shooting, above board methods of communication. I have listened to Mr. Bennett and Mr. Weiers' argument and complaint ad nauseum. It would have been refreshing had they backed it up with data rather than mere whining. Gov. Napolitano, on the other hand, gained my attention with her data. As an Independent, I listen to both sides of the argument, and I must say I am impressed with the way Gov. Green is doing her job with excellence.

Sample Letter to the Editor:
Independents
Support Gov. Green





Article on veterans reunion 'best therapy'

I heard through my association that an article about our reunion at Fort Benning had appeared in your paper. Not sure what to expect, I found *The Bayonet* Web site and started reading the article. *The best therapy in the world.*

As a Vietnam vet I hold many things as sacred. Especially my memories and experiences from the past. I suppose it's hard to trust these things to a total stranger owning to the memories of our experiences upon our return from duty overseas.

I have to congratulate Bridgett Siter on a job well done. Siter's work is caring and articulate. She shows a sensitivity that far exceeds most reporters.

I was very honored by the article. So I congratulate you on a job well done. Words can't express how I truly feel.

Bryan Lagimoniere
B Co., 1st Battalion, 50th Infantry
Vietnam 1970

A Five Point National Agenda

A Clear Agenda: In working with other party leaders, we need to create and begin to communicate a clear agenda for change:

- **Permanent Ballot Status** – see <http://www.gp.org/committees/ballot/index.shtml> and <http://www.gp.org/ballotstatus2004.shtml> for requirements
- **Instant Runoff Voting** – see <http://www.instantrunoff.com/>
- **Proportional Representation** – see <http://www.mtholyoke.edu/acad/polit/damy/BeginningReading/beginningreadings.htm>
- **Single Payer Healthcare** – see <http://www.gp.org/campaigns/health/single-payer/index.php>
- **Green New Deal for America** – see <http://www.jill2016.com/plan>

When this four point agenda is realized, we will experience accountability in government.

Consider human rights enforcement over property rights enforcement, might this be the world you'd like to live in?

