



Miami-Dade Democratic Party

Miami-Dade County Democratic Executive Committee

"Electing qualified and talented Democrats to improve our community."

Application for Miami-Dade County DEC Membership

Full Name: _____

Address: _____ Apt: _____

City: _____ Zip: _____ - _____

Phones:

Home: _____ Work: _____ Cellular: _____

E-Mail: _____ Fax: _____

Voting Precinct (required): _____ DEC Area/FL House District (if known): _____

Type of Voting Membership:

To Fill Vacant Elected Precinct: Pct: _____ Male or Female

Appointed At-Large (minority/economic/other necessary representation): Type: _____

Automatic (presidents of chartered local clubs/caucus chapters/YDs): Org.: _____

Special At-Large (County, State or National party officers): Type/Pct.: _____

Elected Official (Municipal, County, State or National): Type: _____

Associate (non-voting):

Affiliated: Club or caucus member paying \$10 DEC fee: Org.: _____

Organizing: Appointment as volunteer organizer or worker.

Contributing: Financial contributor to DEC for the calendar year under one the following:

Associate Contributing: minimum of \$10.00

Democratic Booster: minimum of \$35.00

Miamian: minimum of \$125.00

Chair's Advisory Board: minimum of \$1,000.00

Clubs/Caucus/Organization Name: _____ Length of Membership: _____

Offices Held: _____

(Optional) Please provide relevant information about any past or present community or political involvement (or attach biographical information if you wish):

Please attach a legible photocopy of your voter registration card and signed loyalty oath.

Certification: "I have read and understood the Members' Manual and am aware of my responsibilities as a member of the DEC."

Signed: _____ Date: _____

**Florida Democratic Party
LOYALTY OATH**

County of Miami-Dade, Florida

I, _____, having been duly sworn, say that I am a member of the Democratic Party, that I am a qualified elector of Miami-Dade County, Florida; that during my term of office, I will not support the election of the opponent of any Democratic nominee, I will not oppose the election of any Democratic nominee, nor will I support any non-Democrat against a Democrat in any election other than in judicial races; that I am qualified under the Constitution and Laws of the State of Florida and the Charter and Bylaws of the Florida Democratic Party to hold the office I am seeking, or to which I have been elected; that I have not violated any of the laws of the State of Florida relating to election or the Charter and Bylaws of the Florida Democratic Party.

Print Name

Signature

OPTION 1. SIGNED BY A NOTARY PUBLIC

(Use either Option 1 OR Option 2.)

State of Florida County of _____
Sworn to and subscribed before me this _____ day of _____, 20____ by _____ <i>(name of person making statement)</i>
_____ <i>Signature of Notary Public- State of Florida</i>
_____ <i>Name of Notary typed, printed or stamped</i>
<input type="checkbox"/> Personally Known OR <input type="checkbox"/> Produced Identification Type of ID Produced:

OPTION 2, SIGNED BY TWO WITNESSES

(Use either Option 1 OR Option 2.)

Witness #1
_____ <i>Date</i> _____ <i>County</i>
_____ Witness #1: Print Name
_____ <i>Signature</i>
_____ <i>Address</i>
_____ <i>City</i>
_____ <i>State</i> _____ <i>Zip Code</i>

Witness #2
_____ <i>Date</i> _____ <i>County</i>
_____ Witness #2: Print Name
_____ <i>Signature</i>
_____ <i>Address</i>
_____ <i>City</i>
_____ <i>State</i> _____ <i>Zip Code</i>

MEMBER MANUAL

Welcome to the Miami-Dade County Democratic Executive Committee! (DEC) Whether you are a longtime member, new member or just want to get involved, the DEC is an organization that will allow you to play an important role in building the Democratic Party in Miami-Dade County. The purpose of this manual is to tell you about the DEC – what it does, who belongs and how it operates. It also tells you how you can contribute to building the DEC and the Democratic Party.

The DEC helps people by helping Democrats! The DEC is the governing body of the Democratic Party in Miami-Dade County. Its purpose is to elect qualified and talented Democratic candidates to all elected offices. Here are some of the many activities the DEC engages in:

- We assist in campaigns for Democratic candidates
- We are a forum for the exchange of ideas among Democrats
- We follow and support political issues of importance to Democrats
- We try to convince every citizen to support Democratic principles and become a Democrat
- We register voters, to increase the number of Democrats in our County
- We raise money for the Party and for Democratic candidates
- We identify and support new Democratic leadership
- We recruit and train Party volunteers at the grassroots level
- We set policy for the Democratic Party in our County
- We represent local Democrats in the Party at the State and National Level
- We supervise all Democratic Party matters throughout the County;

Who belongs to the DEC? The DEC is a diverse organization, with members representing all sections of our community. There are many ways to become a member – the many categories of DEC membership ensure that almost everyone who wants to help can become a participant.

Here are the various categories of DEC Membership:

Members Who Are Elected or Fill Vacancies in Their Precincts: The core of the DEC membership consists of ordinary citizens who care about Democratic ideals and the Democratic Party. The DEC membership is a male and female representative in each voting precinct per 1000 registered Democrats elected during the primary in each Presidential election year. Newly created or vacant seats are filled by applicant and voted on by the existing, elected membership.

Members Who Are Appointed: These are “At-large members” the DEC Chair has the right to appoint up to approximately 150 members subject to approval by the existing elected DEC membership. The goal is to ensure that there is accurate political, minority, and economic representation within the county. At-large terms are for one year only, and expire immediately prior to the organizational meeting every four years.

Presidents of Democratic Clubs/Caucus Chapters: These presidents of local chartered Democratic clubs and caucus chapters are automatic members of the DEC including the presidents of the county’s Democratic Black, Hispanic, Caribbean, Disability, Gay, Lesbian, Bisexual, Transgender (GLBT), and Veteran Caucuses; Women’s Clubs and the Young Democrats.

Democratic Party Officers: The officers of the Democratic Party at the county, state and national levels are “Special At-large members” of the DEC if they request, at anytime after their election, to be granted this status.

MEMBER MANUAL (Continued)

Democratic Elected Officials: All Democrats who are elected officials (other than judges) and who are elected countywide are automatic members. Also, Democratic elected officials from the municipalities may become members if they request that status, are nominated by the Chair and are approved by the DEC membership.

Volunteers and Contributors: Anyone who is appointed by the DEC as a volunteer organizer or worker, who contributes more than \$10 per year, or who is a member of any organization affiliated with the Florida Democratic Party can become an “Associate Member” of the DEC. These are non-voting members who are invited by the DEC membership. Associate members who are active in working to build the Party and who regularly attend meetings may be given priority to fill vacant DEC seats.

How You Can Become a Member

Because of the ongoing expansion of the DEC, the best way to become a DEC member is to fill one of the empty precinct seats. Inform the Chair, the Credentials Committee, or a member of the DEC of your interest, and you will be provided an application for membership. Simply fill out the application and return it along with a photocopy of your voter registration card. At the earliest DEC meeting your application will be voted on by the existing members. Upon their approval, you will become a DEC member.

During the Primary Election in Presidential Election years, you may run for DEC elected membership in your precinct. As this date approaches, the DEC officers will explain how the procedure works.

Who Runs the DEC?

The DEC is managed by its members and through its elected officials. Every four years, immediately following the U.S. Presidential Election, the DEC elects its officers at its organizational meeting: **DEC Chair, First Vice Chair (who is of the opposite sex as the Chair), Program Vice Chair, Outreach Vice Chair, State Committeewoman, State Committeeman, Secretary and Treasurer.** The DEC Chair may also appoint paid staff members, including an Executive Director.

Many decisions of the DEC are delegated to **the Steering Committee**, which is composed of the officers (listed above), plus the Parliamentarian, Sergeant-at-Arms, General Counsel, the Area Chairs and the Standing Committees Chairs. Standing Committees include:

- Affirmative Action
- Campaign
- Finance
- Communications
- Credentials
- Interclub Council
- Issues
- Labor
- Legislative Liaison
- Rules and Bylaws
- Special Projects
- Voter Registration
- Young Democrats
- Black Caucus
- Hispanic Caucus
- Women’s Clubs
- GLBT Caucus

Many activities may be conducted on a local level. The elected membership of the DEC is divided into geographic **Areas**. The purpose is to ensure that DEC members are in touch with their local political scene. Each **Area** has its own Chair and other officers, and are to hold meetings at least every three months.

MEMBER MANUAL (Continued)

Eight Ways You Can Help Build the Party

The strength of the DEC depends on the loyalty, dedication and hard work of its members. Here are important ways you can contribute to the DEC and help build our Party.

1. **Attend DEC meetings.** This is one of the most basic duties of DEC members. At meetings you will learn everything that is going on in the Democratic Party in Miami-Dade. You will meet other DEC members. You will have the opportunity to participate in the direction of the Party. You will learn about issues of importance to our community. The DEC schedules quarterly mandatory meetings. **Missing more than three (3) mandatory meetings during a calendar year, if not excused (Please call the DEC Office at 305-477-4994 prior to the meeting to be excused) may result in the seat being declared vacant.** The Credentials Committee determines if a reason for absence is sufficient. Our calendar is at MiamiDadeDemocrats.com.
2. **Serve on Committees.** Much of our work is performed by our committees, which convenes between DEC meetings to work on various projects and conduct business. The Executive Director has a list of Committees. **Each DEC member should serve on at least one DEC Committee, and more if time permits.** Tell the Committee Chair of your interest in a particular committee, and you will likely be appointed as a member. Most committees may include up to 25% non-DEC members. A list of committees is available at MiamiDadeDemocrats.com.
3. **Participate in Campaign Activities.** Successful campaigns are the key to electing Democrats. Members can help the Party and gain valuable experience by helping in campaigns for Democrats, even when they are not in the district in which you live. **The bylaws provide that each DEC member shall devote at least 52 hours per year (i.e. an average of one hour per week) to activities sponsored by the DEC to further campaign support.**
4. **Help Raise Funds.** Fundraising is an important part of a successful campaign, and helping to raise money for the DEC can provide valuable experience as well as help build the party. **The bylaws provide that each Elected and Appointed DEC Member shall raise funds for the DEC in the amount of \$50 per year.** Fundraisers may be held separately or in conjunction with other DEC members.
5. **Join or Start a Democratic Club.** Clubs enable Democrats to help further the goals of the Party on a local level. There are numerous clubs in the County, organized by geographic area and affinity groups. A list of clubs is available at MiamiDadeDemocrats.com.
6. **Get to Know Your Fellow DEC Members.** People are the backbone of the Democratic Party. We will work together more effectively if we know each other well. **Make a concerted, continuing effort to get to know other members of the DEC by coming early to meetings, communicating by e-mail and phone, and by attending DEC functions and other events.**
7. **Participate in Other Political Activities in our Community.** Get on our e-mail list at or visit MiamiDadeDemocrats.com to learn more about ongoing and special issues and community projects in our County. Get involved in different political areas, and bring the knowledge you gain to the DEC.
8. **Read and Know the Bylaws.** These are the governing rules of the DEC, some of which are summarized in this memo. Bylaws are available at MiamiDadeDemocrats.com. **Every member should be familiar with the Bylaws.**

Going Forward

It can be a great honor and fulfilling experience to serve as a member of the DEC. Your work and support will ensure that we have a strong Democratic Party in Miami-Dade County and that we elect as many local, state and federal Democratic candidates as possible. Need more information? Please feel free to contact the DEC Office or any of the DEC officers or Committee Chairs or visit MiamiDadeDemocrats.com.