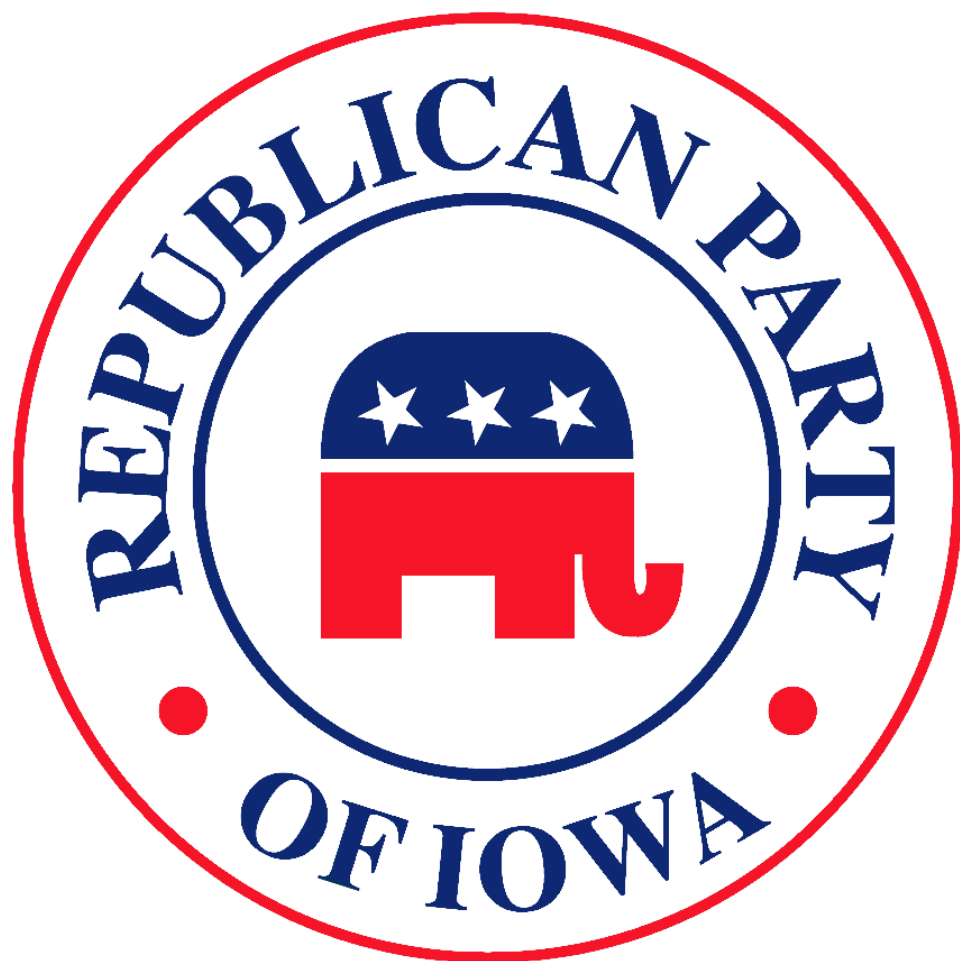




2025-2026 EDITION

REPUBLICAN PARTY OF IOWA GRASSROOTS GUIDE



Dear Grassroots Leaders,

On behalf of the over 700,000 Iowa Republicans, thank you for your continued dedication, work, and tireless service to the Republican Party of Iowa. Because of your efforts, Republicans have truly become the dominant party in the State.

In 2024, we re-elected all four of our incumbent members of Congress. We held our majority in the Iowa Senate and expanded to a supermajority in the Iowa House of Representatives. Our First-in-the-Nation Caucus paved the way for President Donald Trump's historic return to the White House, and we delivered the state for him by a margin that discredited liberal pollsters. These outcomes are thanks to the strong grassroots organizations across the state.

While our successes have been truly impressive, now is not the time for complacency. There is much at stake in the 2026 election cycle. We will have to defend our Senate seat, continue our hold on Iowa's congressional delegation and statewide offices, maintain our majorities in the State legislature, and ensure that the next Governor of Iowa is a Republican.

The Republican Party of Iowa is only as strong as our county organizations and activists who advance our conservative principals. The information contained in the grassroots manual will provide guidance for building and growing your county organization. This manual covers everything from conducting official party business to improving your local Get-Out-The-Vote program. We hope this manual serves as a comprehensive guide, but if you have questions or need assistance, please don't hesitate to contact party staff.

Again, I thank you for your leadership with your local GOP organization. I am confident that through our partnership, we will continue our success as we work to elect Republicans across the great state of Iowa.

To Victory,



Chairman Jeff Kaufmann

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PURPOSE, VISION, AND MISSION STATEMENT

“**Freedom** is never more than one generation away from extinction. We didn’t pass it to our children in the bloodstream. It must be fought for, protected, and handed on for them to do the same, or one day we will spend our sunset years telling our children and our children’s children what it was once like in the United States where men were free.”

-Ronald Wilson Reagan

PURPOSE

The **purpose** of this manual is to help county leaders effectively realize the goals of the Republican Party of Iowa and Republican candidates, ways to help promote Republican principles and policies, and to inform the grassroots on how to coordinate national, state, and local elections.

VISION

The Republican Party’s **vision** is one where taxes are low, government is small and accountable, individual liberties are protected while criminals are punished and deterred, national defense is strong, and government promotes, rather than undermines, life, personal responsibility, and the traditional family.

Mission

Our **mission** is to put Republican principles and ideas into action by nominating, endorsing, and electing Republican candidates who share these principles and will govern accordingly.



WHY ARE WE REPUBLICANS?

I am a Republican Because...

I believe the strength of the nation lies with the individual and that each person's dignity, freedom, ability and responsibility must be honored.

I believe in equal rights, equal justice, and equal opportunity for all, regardless of race, creed, sex, age, or disability.

I believe our Constitution provides limits to government power, explicitly details our fundamental rights and insures that only the enumerated powers contained within the Constitution are executed by the federal government. All other functions of government are left to the state and local governments.

I believe free enterprise and encouraging individual initiative have brought this nation opportunity, economic growth, and prosperity.

I believe government must practice fiscal responsibility and allow individuals to keep more of their hard earned money..

I believe the proper role of government is to provide for the people only those critical functions that cannot be performed by individuals or private organizations and that the best government is that which governs least.

I believe the most effective, responsible, and responsive government is the government closest to the people.

I believe Americans must retain the principles that made us strong while developing new and innovative ideas to meet the challenges of changing times.

I believe America's greatness comes from God, freedom, and free enterprise, and we should honor those who have served to protect and defend the United States of America.

Finally, I believe the Republican Party is the best vehicle for translating these ideas into positive and successful principles of government.

LEADERSHIP & STAFF



JEFF KAUFMANN
CHAIRMAN



LINDA UPMEYER
CO-CHAIR



CHAD OLSEN
EXECUTIVE DIRECTOR



TAMARA SCOTT
NATIONAL COMMITTEEWOMAN



STEVE SCHEFFLER
NATIONAL COMMITTEEMAN



ERIK ROEMER
POLITICAL DIRECTOR



JADE CICHY
COMMUNICATIONS DIRECTOR



NANCY CHERKAS
OFFICE MANAGER

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TREASURER OF STATE ROBY SMITH
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(as of May 2025)

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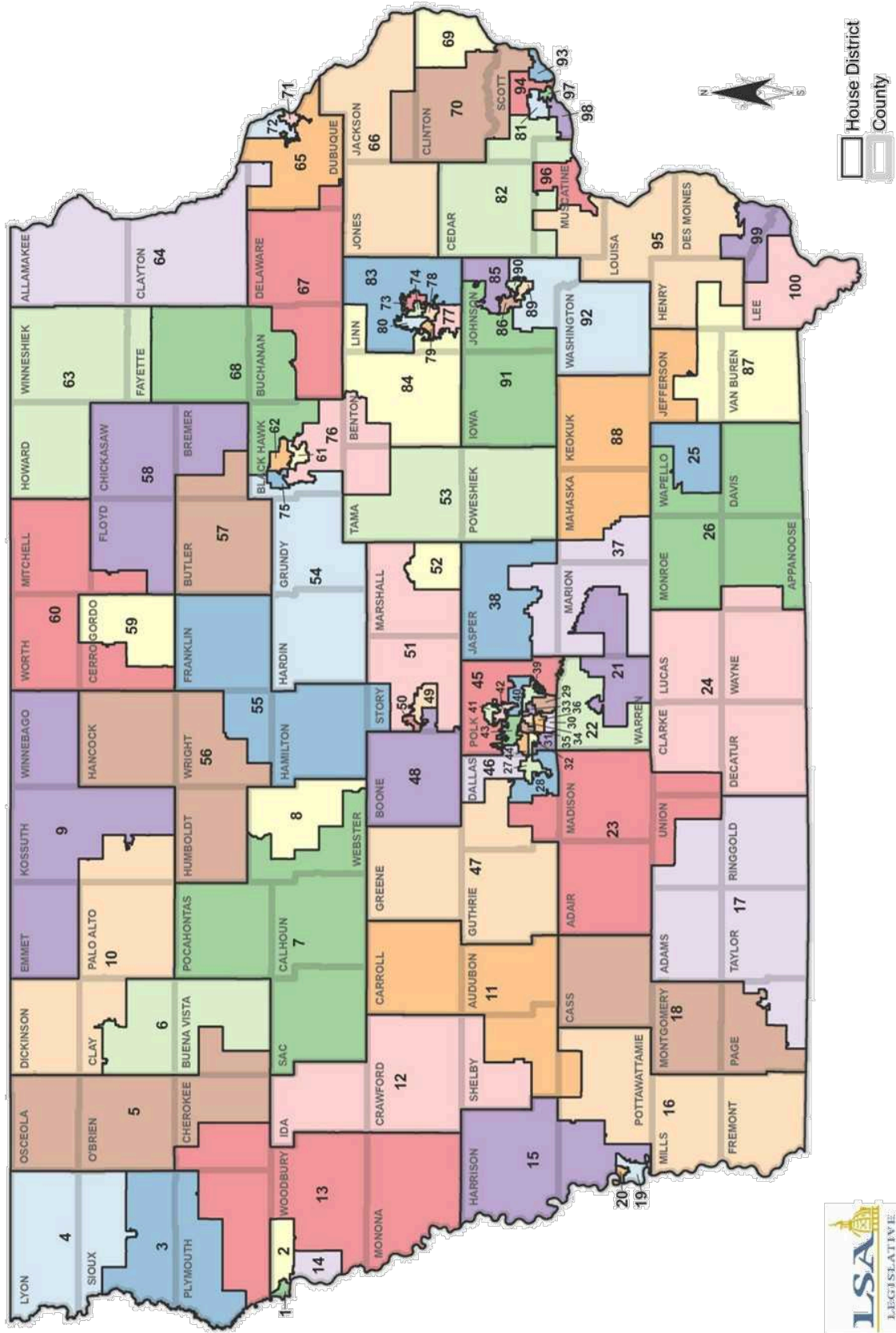
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IOWA HOUSE DISTRICTS

Effective Beginning with the Elections in 2022 for the 90th General Assembly



Prepared by the Iowa Legislative Services Agency

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(as of May 2025)

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Effective Beginning with the Elections in 2022 for the 90th General Assembly



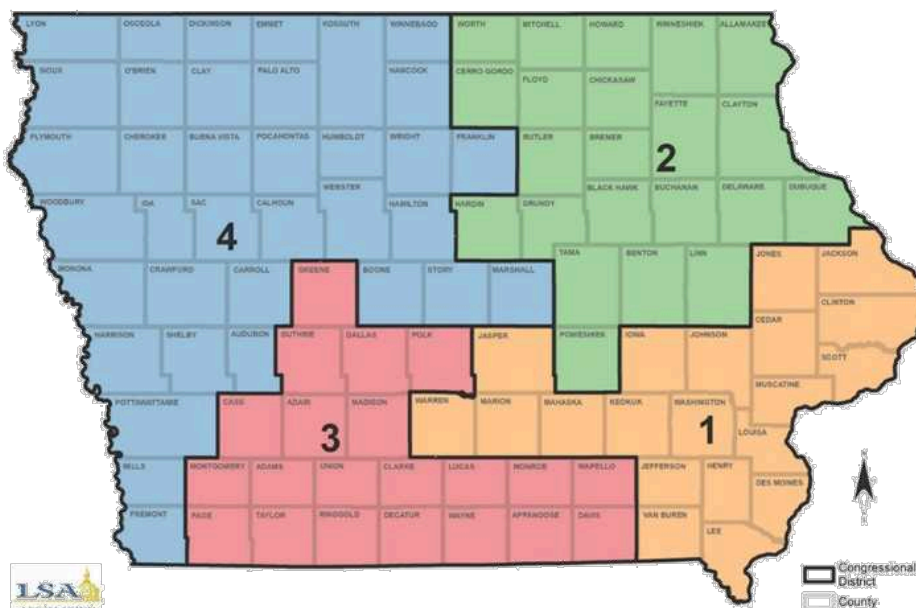
Prepared by the Iowa Legislative Services Agency

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| | | |
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IOWA CONGRESSIONAL DISTRICTS

Effective Beginning with the Elections in 2022 for the 118th U.S. Congress



AUXILIARY ORGANIZATIONS



IOWA FEDERATION OF YOUNG REPUBLICANS



IowaFRW

Iowa Federation of Republican Women

IOWA FEDERATION OF REPUBLICAN WOMEN



IOWA FEDERATION OF COLLEGE REPUBLICANS

IOWA FEDERATION OF COLLEGE REPUBLICANS

THE IOWA CAUCUS FIRST-IN-THE-NATION

HISTORY

A caucus is a meeting of a group of persons of the same political party who select candidates or decide policy. The caucus process has been used since Iowa became a state in the 1840's, but Iowa's First-in-the-Nation status did not gain its current political and media prominence until the 1970s. Caucus meetings for both political parties are held every other year. Prior to 1972, Iowa's caucuses were held during the middle of the primary calendar.

In 1972, however, the Democrat Party moved its caucus from the early spring to January. That year, George McGovern used the First-in-the-Nation status to gain attention and influence during his bid for the presidency. In 1976, the Republican Party of Iowa also moved its caucus earlier to coincide with Democrats. Political and media attention focused acutely on the caucuses in 1976 when a virtually unknown candidate from Georgia won the Democrat's Iowa caucus. Jimmy Carter instantly became the frontrunner and eventually won the presidency that year. Since then, the First-in-the-Nation Iowa caucus has increasingly generated media attention and influence.

Iowans take the caucuses very seriously and respect their position as First in the Nation. Many Iowans meet candidates personally and ask them detailed questions about particular policies. Some presidential candidates have even noted that Iowa voters ask some of the most sophisticated and nuanced policy questions during the entire campaign trail.



All 1,681 precincts in Iowa hold a Republican caucus. Caucus sites are normally in public buildings such as churches, schools, or libraries. In presidential years, the caucus' most popular function is to indicate a preferred candidate for President of the United States.

Caucuses are also used for state party business. The precinct caucus is where: 1) Individuals are elected to leadership positions in their county, 2) is the first step to becoming a delegate to the state convention, and 3) is where platform changes to the Republican Party of Iowa's Constitution are introduced. Official business of the precinct caucus includes:

- Electing members to the County Republican Central Committee.
- Electing delegates, alternates, and junior delegates to the County Convention.
- Electing precinct people to any standing committees at the County Convention.
- Discussing and submitting platform issues to the County Convention.

THE IOWA CAUCUS

One should not confuse the caucus with the three conventions that follow. After the precinct caucus, each county Republican Party convenes' the Republican County Convention. At the County Convention, county parties discuss the county platform and elect delegates to the District and State Conventions.

At the District Convention, delegates elect members to different committees to the State Convention. Delegates also elect four State Central Committee Members to represent their congressional district within the Republican Party of Iowa. Finally, delegates debate and adopt their district platform.

At the State Convention, delegates debate the platform and elect the National Committeeman and national Committeewoman, who will represent Iowa Republicans at the Republican National Committee. The platform of the Republican Party of Iowa is debated and voted upon at the State Convention also. Finally, if no statewide candidate (i.e. Attorney General or State Treasurer) was nominated during the previous primary election, they can be nominated by a delegate at the State Convention. The experience can be extremely exciting and rewarding for those Iowa Republicans who participate in the full Caucus-to-Convention process.



HOW TO PREPARE FOR THE CAUCUS

Caucus preparation at RPI begins more than a year in advance. It is **vital** that county parties work far in advance of the caucus to ensure that the process is smooth and timely. The eyes of the nation and world are on Iowa on Caucus Night. The following tasks should be completed in preparation for the caucuses:

- Find and secure caucus locations.
- Select precinct caucus temporary chairs and secretaries, and provide their contact information to the RPI.
- Establish the total number of delegates participating in the county convention.
- Determine the number of delegates per precinct for the county convention.
- Be prepared to **immediately** send all materials and results to RPI.
- Publish the call to the caucuses in the local newspaper. (**Code of Iowa 43.92**)

The county chair must send the name, address, home and cell phone number, and email address for all precinct caucus temporary chairs and secretaries, as well as the caucus locations to the Republican Party of Iowa Headquarters as soon as possible. Please send all information to the following address:

Republican Party of Iowa
ATTN: Caucus Information
621 E. 9th St.
Des Moines, IA 50309

If Sending the information by email, please email to **caucus@iowagop.org**
Use the subject line: **[your county] County Caucus Information**

POST CAUCUS CHECKLIST:

After the caucus meeting is over, several important things must be done:

- **County chairs should be prepared to communicate all final caucus results to RPI on caucus night!**
- Thus, all caucus forms and print-outs must be returned immediately to the County Republican Chairman. Each caucus chairman and secretary must be sure that all forms are completely filled out before submitting them to the county chairman.
- The county chairman then needs to send the white copy of all forms immediately to RPI. Work with your Regional Political Director to establish a plan for returning all caucus materials.
- Within 14 days after the caucus, file with your county auditor the names of the County Convention Delegates and County Central Committee members elected at the caucuses. (**Code of Iowa 43.4**)

FREQUENTLY ASKED QUESTIONS ABOUT CAUCUS

Q: What is a caucus?

A: The word "caucus" is a Native American word, thought to be of Algonquin origin, meaning a gathering of the ruling tribal chiefs. The modern definition describes caucuses as the process by which political party members gather to make policy decisions and to select candidates

Q: How do the political parties plan for the caucuses? When do you start?

A: Planning begins during the summer of every odd numbered year for the next year's precinct caucus. The Democratic and Republican parties work closely to discuss a date for the caucus. Once a date is established, each state party notifies its county parties of the date, locations in each precinct are reserved, caucus materials are printed, and trainings are planned.

Q: How is the number of delegates determined?

A: The total number of District and State Convention Delegates and Alternate Delegates is determined by the Republican State Central Committee. Once the total number is established, individual counties are allotted delegates using a formula that accounts for the number of votes cast for the Republican candidate for Governor or President (Whichever applies) in the most recent general election, divided by a number necessary to meet the desired quota. For example, in 2008, Iowans cast 682,379 votes for John McCain during the general election. If the State Central Committee set the number of delegates to the state convention at 2500, each delegate would represent 273 registered votes cast in 2008 ($682,379/2,500 = 273$). This number would then be used to apportion delegates by county.

Q: Where are the caucuses held?

A: Iowans gather according to party preference in designated schools, public buildings, churches, or even in private homes. Every effort is made to use public buildings for caucus locations, however, when public buildings are not available, churches or private residences are used. The caucus location is determined by the county chairs of each political party for all 1,681 precincts. Individual locations are determined by accessibility and the expected turnout of each precinct. However, Iowa law requires that public buildings suitable for this purpose be **made available free of charge during presidential election years**. See Iowa Code 43.93.

Q: Who votes in a caucus?

A: Anyone who will be 18 by Election Day may attend and participate in a caucus. Participants must be registered with the party of the caucus they are attending. Voter registration forms are available at each caucus location and participants can register the same day that they caucus. Younger Iowans who are not eligible to participate as registered voter are encouraged to attend to learn about the caucus experience. Young people may also wish to be elected as a junior delegate. Each phase of the Caucus-to-Convention process has special sessions for junior delegates to learn about the process.

Q: Do voters need to be registered to attend and participate in the caucus? If so, can an individual register at the caucus? Can party affiliation be changed when the voter arrives?

A: Again, anyone who wishes to participate in a caucus must be a registered voter with the party of the caucus they wish to attend. **The individual must live in the precinct they are trying to participate at.** An eligible individual can register at the caucus and/or change their party affiliation at the caucus by providing a photo id and proof that they live in the appropriate precinct.

Q: Can someone go to the caucus to observe without participating?

A: Yes, individuals who would like to attend a caucus as an observer but not as a participant may do so, however, they should contact the county party of the caucus they wish to attend to ensure space is available for them.

WHAT IS IOWA VICTORY?

Iowa Victory is where the rubber meets the road. If the Republican Party cannot elect its candidates and energize volunteers, then it has little relevance. The Victory operation is arguably the most important - and most difficult - project RPI engages in. Every election cycle, the Republican Party of Iowa --with help and input from the State Central Committee, hardworking activist, GOP operatives both in and outside Iowa, and the Republican National Committee --builds an organization dedicated to electing Republican candidates. Consequently, Victory is primarily concerned with achieving one goal: mobilizing Republican voters on Election Day. To do this, Victory relies upon staff and volunteers to engage in face-to-face voter contact by canvassing neighborhoods, calling, and texting voters directly.



Iowa Victory partners with county parties to provide full-time staff, fully operational offices with state-of-the-art technology, and political experts to help any and all GOP campaigns - from President of the United States to county supervisor!



Victory staffers work 80-100 hours a week, 6-7 days a week, to recruit volunteers, organize events, make phone calls, canvass, and send mail. As an Iowa GOP activist, you have probably become familiar with the Iowa Victory call centers throughout the state. Victory is a support structure: it operates phone banks, helps county parties connect with candidates, and helps campaigns recruit volunteers for phone-calling, door-knocking, texting, and parade-walking.

In short, the efforts of the Iowa Victory campaign are to identify and encourage Iowans to cast their votes for Republican candidates on Election Day!

GOP DATA CENTER

So you're building your county party and need to get out the vote. Where in the world do you start? It's always easier to talk to a stranger if you know their background, and GOP Data Center is your source of information on the voters in your county. GOP Data Center --or GDC-- is your tool for managing voter contacts throughout your county. Whether you are identifying potential new voters, turning out your active base, or simply reaching out to a certain voter population, GDC is a powerful tool to help. Here at the Republican Party of Iowa, there is not a day that passes that we do not use GDC, so we have staff to help you get started. Please contact us with any questions you may have.



www.gopdatacenter.com

What is GOP Data Center?

GDC is an online database of all registered voters in the state. Detailed voter records are obtained from the Secretary of State's office and consist of the voter's contact information, voting history, party registration, and district information. This information is then combined with previous voter identification work to provide you, the user, with as much information as possible to contact and mobilize voters. It is important to note that GDC does not show how an individual voted, but only when they voted.

What can I do with GDC?

Among other features, GDC's greatest value is its ability to provide organized lists of voters based on a range of demographic criteria including age, location, electoral participation history, and more. Additionally, identification efforts. These affiliations allow you to select voters based on issues or candidates they have previously supported or opposed. Information is key to political campaigns and GDC allows you to have the upper hand in gathering voter data in your area. The features of GDC are expensive, so do not hesitate to contact RPI for more information.

What does this mean for me?

As a county leader, GDC provides you with the ability to focus your efforts and resources on select groups of voters for more efficient county operations. This means that your county party's time and resources will be maximized when helping to elect Republicans.

ENGAGING VOLUNTEERS

Without volunteers, the Republican Party and Republican candidates cannot win. The county chair and the executive members of the central committee should make a strong effort to engage volunteers. The best way to find volunteers is to call your friends. If you know someone who is passionate about politics and wants to make a difference, then call and ask them to join you in a parade, at a phone bank, or knocking on some doors. Recruiting volunteers is the most valuable work that any central committee can do. When recruiting volunteers, there are three main questions you should answer:



1) What kinds of volunteers are needed? Volunteers will be needed throughout the summer and fall of an election year to: canvass voters through phone calling, texting, door-knocking, stuffing envelopes for local candidates, walk in parades, staff the party headquarters, enter data information, etc. Be sure to match volunteers to the task at hand. For instance, only volunteers capable of walking long distances should march in parades or knock doors.

2) How many volunteers do we need? A general rule of thumb is that one volunteer can knock on fifteen doors, or make thirty phone calls per hour.

3) When do we need the volunteers? Volunteers will be needed throughout the summer and fall of an election year. Volunteers may also be needed to work as a temporary chair or secretary of a precinct caucus if the precinct committee person is unable to perform this task. Remember, recruiting volunteers early and often is the key to possessing the manpower necessary to winning elections!

Pointers for Volunteer Recruiters:



- **Make the work meaningful.** Everyone wants to know that the work they are doing is meaningful and is contributing to a greater cause. Always explain how the work that a volunteer is performing is helpful to electing Republicans.
- **Give clear instructions.** Remember that each volunteer is giving up time with family, friends, or hobbies to help our cause. The last thing we want is for volunteers to become frustrated or believe that their efforts have been meaningless.
- **Thank You!** Always, always, always make an effort to send a hand-written note to your volunteers and donors. Their time and effort is priceless, and a hand-written note will go a long way in convincing them to come back to help!



HOW TO BE AN EFFECTIVE MEMBER OF TEAM IOWA

The best part of being involved with the Republican Party of Iowa is getting to know new, and like-minded folks while working on behalf of principled candidates!

Engaging a community is hard work, but it is also fun and rewarding. With today's technology, getting in touch with fellow Republicans has become easier and more interesting. The best way to get folks excited and involved is to keep them engaged, and here are just a few suggestions to do so:

Hold a regular meeting and attend it!

One of the simplest and easiest ways to keep people engaged and to build your county party is to hold a regular meeting and attend it. Make them fun! You don't have to talk business the entire time. Have a mini Straw Poll, talk issues, or have a pot-luck. Politics is always fun with food! Be sure to send the dates and times of your central committee meetings and county events to your respective state party liaison. This will allow us to place them on our website calendar.

Have a yearly BBQ, Family Picnic, Fair or Fundraiser!

Everyone loves politics if BBQ is involved. Attend a county fair or carnival. Have a local GOP ice cream social. Make a relaxed environment and invite friends or neighbors who haven't been involved in politics before. This is a great way to involve new members of the community. Politics is serious business, but no one said it can't be fun business!

Go to your local Victory Office!

The regional Victory offices are open for real grassroots work. Go regularly during the campaign season to make phone calls, knock on doors, and more. The volunteers there always need a snack, so if you're a great cook, bring them some goodies!

Help at the State Fair!

Bringing the family to Des Moines for the State Fair? Spend a couple hours volunteering at the Republican Party of Iowa's State Fair booth. Get to know other conservatives and help the Republican Party reach out to new voters. Plus, there is always the chance that you will meet a presidential candidate or GOP lawmaker at RPI's booth.

Go to a Rally or Dinner!

The Iowa GOP and Republican candidates hold dozens of rallies, dinners, and fundraisers. Come to Des Moines for RPI's Lincoln Dinner in the spring or Reagan Dinner in the fall to hear dynamic and influential speakers. Past speakers include, Michael Reagan, Mitt Romney, Haley Barbour, Sean Hannity, and Lindsey Graham.

Fun Fact: The First "Reagan" Dinner was held in 1967 and featured then-Governor Ronald Reagan. Over 9,000 Republicans packed Vets Auditorium with nearly 2,200 paying \$100 to attend!





Write a letter to the editor!

Let your voice be heard! Excited about what your representatives are doing? Upset about a certain issue in the community? Write to the local paper and let other readers know that there are principled, conservative neighbors just around the corner!

Call the local radio station and voice your opinion!

What's more fun than writing a letter to the editor? Calling the local radio station and telling the host what's on your mind.

Use Social networking!

Use Facebook, Twitter, or a website to advertise your thoughts and to advocate on behalf of your county party. The Republican Party of Iowa offers a service called Nation-Builder that can help with networking. Just ask! Activist, campaigns, and other groups or individuals rely heavily on social media to receive information about what is happening at the county level. Events such as fundraisers, central committee meetings, and candidate visits can be placed on Facebook or Twitter to inform others and boost attendance.

Don't forget to follow RPI on Facebook at Iowa GOP or on Twitter at @IowaGOP!



Your Trusted
Source for **Iowa**
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IOWA
FIELD REPORT

IowaFieldReport.com



STRUCTURE OF THE REPUBLICAN PARTY OF IOWA

The Republican Party of Iowa Works Primarily to:

- Plan and conduct the party's biennial caucus and conventions.
- Promote the election of Republican candidates.
- Work with the state and local party organizations, elected officials, candidates, and various constituencies to further the Republican message and elect Republicans.

The Republican State Central Committee (SCC)

The Republican State Central Committee (SCC) is the executive body of the Republican Party of Iowa. The Republican Party of Iowa (RPI), including its executive body, is established by *Iowa Election Code* and supported by the Constitution and By-Laws of the Republican Party of Iowa. The operations of the RPI and SCC are governed by the RPI Constitution and By-Laws, not the rules of the Republican National Committee (RNC).

The RPI has a full-time headquarters and staff in Des Moines. The state chair oversees the headquarters' operations and administers policy as set at the state convention and by the SCC. Additional information is available at www.iowagop.org.

The Current Republican State Central Committee consists of the following members:

Two RPI Officers - The Republican Party of Iowa Chair and Co-Chair are elected by the Republican State Central Committee for a two-year term. The Chair and Co-Chair do not possess voting privileges unless in the instance of a tie, at which time the chair has the final vote.

Two RNC Representatives - The National Committeeman and Committeewoman - elected to a four-year term by the state convention delegates at the Iowa State Convention during presidential election years.

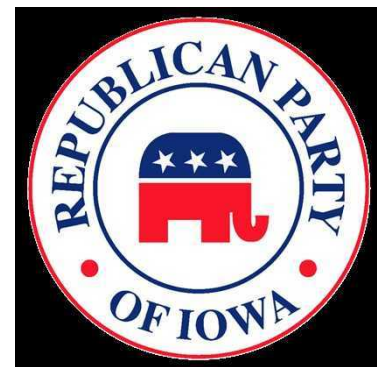
Sixteen SCC Members - Four individuals from each of Iowa's four congressional districts elected to two-year terms by delegates at each district convention.

SCC members represent all Republicans in their respective congressional district and are the direct link between Republicans at the local level and state party. SCC members' most important role is to maintain two-way communications with their county chairs, elected officials, and Republican organizations in their districts. This communication allows for the exchange of ideas, ideals, and direction between the local level and the Republican Party of Iowa.

Duties and Responsibilities

The duties and responsibilities of the SCC members are outlined in the RPI By-Laws:

- Maintain and operate the party organization.
- Recruit Republican candidates and assist campaign efforts.
- Raise funds for the Republican Party of Iowa.
- Recommend individuals to serve by appointment to the various branches of government.
- To conduct conventions of the Republican Party.



DISTRICT EXECUTIVE COMMITTEES

Established in Article VII of the Constitution of the Republican Party of Iowa, District Executive Committees, or DEC's, are vital organizations dedicated to electing Republicans and ensuring communications between the county parties and the state party. DEC's possess their own by-laws, elect their officers, and meet regularly within their district. The committees are composed of the chairs and co-chairs of each county party within the congressional district, plus one additional member for every 50,000 residents based on the most recent federal census. Per Article VII, DEC's fulfill five explicit functions:

- Direct and coordinate Republican activities in the district, including organizational candidate recruitment, and finance efforts.
- Coordinate the congressional and legislative campaigns in the district for the duly selected Republican nominees.
- Perform all of the duties relating to any election to fill a district vacancy on the Republican State Central Committee.
- Advise the congressional district's representatives on the Republican State Central Committee.
- Do all other things which serve to promote the welfare of the Republican Party and the orderly and successful conduct of the election campaign in the congressional district.

In coordination with RPI, the four DEC's work to increase registered voters in their congressional district, recruit qualified and conservative candidates, and assist in the organization of the caucus-to-convention process. Finally, the DEC's provide an invaluable infrastructure for county parties to share ideas, resources, and information to elect Republican candidates up and down the ballot in their congressional district!



STRUCTURE OF THE COUNTY REPUBLICAN PARTY

The 99 county Republican parties, which are headed by county chairs, are the focal points of campaign and party-building activities. The 99 counties in Iowa are further divided into voter precincts, each represented by at least two precinct committee members. Please see Article VI of the RPI Constitution which governs the county central committee.

The governing body of the county Republican Party is the County Central Committee (CCC). The CCC is led by the county chair and co-chair and is composed of all precinct committee members within the county. The committee is also composed of a treasurer and secretary, and any other positions deemed necessary to the functioning of the party. Elected local and county Republican officials are not members of the CCC but should be invited to all meetings. The 99 county parties are represented at the state level by the four Republican State Central Committee (SCC) members from their congressional district.

COUNTY CENTRAL COMMITTEE MEETINGS

There are two types of county central committee meetings, statutory and non-statutory. CCC meetings are called by the county chair or by petition of the precinct chairs. It is the responsibility of the party calling the meeting to set the agenda. **According to the RPI Constitution, CCCs are required to meet no fewer than two times per year.** See the RPI Constitution for information on quorum requirements and the order of business required at the statutory meetings.

The county central committee administers the following business of the county party:

- Per the RPI Constitution, the CCC must adopt a constitution and by-laws to govern the conduct of its business (See model Constitution and by-laws in the appendix).
- **Per the RPI Constitution, county parties must conduct officer elections (for county chair, co-chair, secretary, and treasurer) within the first quarter of the year following a general election.** For example, counties should conduct their next officer elections following the 2020 general election in November but no later than April 1, 2021.
- In even numbered years, the CCC must conduct precinct caucuses and a county convention on a date to be set by the Republican State Central Committee.
- The CCC shall have primary responsibility for supporting the general election campaigns of the Republican Party's nominees within the county. This includes the following responsibilities:
 - Raising funds for conducting local campaigns.
 - Working with the Republican Party of Iowa to execute voter outreach programs.
 - Supporting the statewide effort for the entire ticket.
 - Developing materials for local candidates.
 - Integrating local services for all Republican campaigns.

Finally, the County Central Committee, under the direction of the county chair, should continually work to grow the Republican Party's structure and spread the GOP's message throughout the county.

COUNTY PARTY MEMBERS AND DUTIES

The Precinct Committee Member

Precinct committee members - also called central committee members - are the backbone of the Republican Party in Iowa. Each precinct is represented by two individuals at the county central committee. These two precinct committee members must reside within their precinct and are elected every caucus by other Republican residents of that precinct. Precinct committee members (or central committee members) are responsible for attending Republican county central committee meetings and organizing their precinct. As the phrase goes, "All politics is local", and if central committee members are active and energetic, then the Republican Party will make significant progress throughout the state!

Duties and Responsibilities

The following list includes, but not limited to, the official and unofficial duties and responsibilities of the precinct committee member:

- Organize and provide information to other Republicans in the precinct.
- Represent their precinct by attending every county central committee meeting.
- Encourage their neighbors to vote Republican at the polls.
- Bridge the gap between voters and elected officials.
- Help recruit volunteers for election activities.
- Attend county and state caucus-to-convention trainings.
- Organize and chair the precinct caucuses.
- Work to promote conservative principles and to elect Republicans.



The County Chair

The county chair is the leader and presiding officer of the county Republican Party. The county chair is responsible for a number of duties involving the organization and strengthening of the party at the county level. However, the chair should not attempt to do this alone. Rather, he or she should collaborate with the officers and members of the county central committee to organize and operate the functions of the party. As such, a county chair should be outgoing, self-motivated, organized, and willing to work with others.

Duties and Responsibilities

The county chair's official and unofficial duties and responsibilities include, but are not limited to the following:

- Recruit enthusiastic and responsible people to serve as committee members in precincts that are not filled at the precinct caucus.
- Recruit and train volunteers to chair the precinct caucuses.
- Call and chair regular meetings of the county central committee.
- Raise funds for local candidates.
- Represent the county party to candidates, officeholders, and local, state, and national Republican organizations.
- Supervise any party office staff authorized by the county central committee.
- Recruit and develop local candidates.
- Prepare for conducting the precinct caucus and county convention.
- Maintain a positive and communicative relationship with the Republican Party of Iowa and other state and/or Republican organizations.

COUNTY PARTY MEMBERS AND DUTIES

The County Treasurer

The county treasurer serves three main functions:

1. Maintains records of all incoming and outgoing funds and expenditures
2. Files reports with the Iowa Ethics and Campaign Disclosures Board
3. Provides support and financial updates to the county central committee



Duties and Responsibilities

- Iowa law requires every committee to have a treasurer that is 18 years of age or older and this individual must be a resident of Iowa. An assistant treasurer may be designated to aid in the duties of the treasurer. The treasurer or treasurer's designee must receive approval from the chair before any expenditure can be made on behalf of or for the committee.
- All contributions of the committee are required to be deposited in the committee's Iowa account(s) within seven (7) days of their receipt by the treasurer.
- If a person other than the treasurer receives a contribution for the committee, that person must forward the contribution to the treasurer no later than fifteen (15) days after its receipt. The recipient is also required to provide to the treasurer the total amount of the contributions, the name and address of each person making a contribution in excess of ten dollars, the amount of the contribution, and the date on which contributions were received.
- All funds of the committee must be segregated from any other funds held by officers, members, or associates of the committee. The funds of the committee are not attachable for the personal debt of the committee's officers, members, or associates of the committee.

The treasurer of a committee is required to keep a detailed and exact amount of the following:

- All contributions made to or for the committee.
- The name and mailing address of every person making contributions of ten dollars or more and the date and amount of the contribution.
- All disbursements made from contributions by or on behalf of the committee.
- The name and mailing address of every person to whom any expenditure is made; the purpose of the expenditure; the date and amount of the expenditure; and the name, address, and office sought by each candidate (if any) on whose behalf the expenditure was made. When an expenditure is made by a committee in support of the entire state or local political party ticket, only the name of the party must be given.



- The treasurer may keep a miscellaneous amount for disbursements of less than five dollars that need only show the amount of the disbursement so long as the aggregate miscellaneous disbursements to any one person during a calendar year do not exceed one hundred dollars.
- The treasurer must preserve all records of the committee for a period of five years.

The County Secretary

The County Secretary provides two main functions:

1. Keeps a record of meetings with an attendance record of those present.
2. Records and files the minutes of the meetings.

COUNTY PARTY FUNDRAISING

Fundraising is an important county party activity. It is vital that county parties possess the resources needed to win close races, increase the Republican voter registration, and promote conservative policies. To this end, there are a number of strategies for raising money, but a county party should choose one that best fits its needs and capabilities. Some options used to raise financial resources are (but not limited to): Special events, mail solicitations, and individual or major donor solicitations.



Events

Events, especially during the campaign season, create enthusiasm and visibility for the party, our elected officials, and our candidates. Events also provide a tangible "deadline" when asking donors to give. Successful fundraising events require substantial planning, but don't necessarily raise the most dollars. All events take time, volunteers, and prior planning. In deciding the best type of event, realize that different events generate different sums of money and different benefits. Always keep in mind: a) the money that needs to be raised and b) the amount of tickets that must be sold to reach that goal.

Events are best used when:

1. You have a special guest or surrogate visiting.
2. The event is used to promote your organization in the surrounding community.

Keep in mind that fundraising events are designed to raise money - and should seek to raise net dollars after covering expenses. To raise net dollars, it is important to have a plan and budget to guide your event. During the initial stages of planning a fundraising event, it may be useful to follow these steps:

Fundraising

When deciding what type of event you will have, keep in mind how much money that needs to be raised. How will this total amount affect the prices of individual tickets? Will individuals, interest groups, or businesses be willing to sponsor the event?

Audience

Determine the type of audience your fundraiser will target. Will your county sponsor an outdoor barbecue or an upscale cocktail reception? In either case, is the event capable of drawing a sizable crowd? In most cases, the price of attendance will be geared toward the economic status of the group involved.

Venue

The location of your fundraiser will largely depend on the theme of the event and the audience expected to attend.

Featured Guest

Who will your county ask to attend or speak at your event? Will they be candidates or elected lawmakers? Will there be multiple speakers? Whatever your county decides, candidates and other officials are always more likely to accept an invitation if they have been given plenty of advance notice and they have been offered the opportunity to be the event's exclusive or keynote speaker.

Organization

Clearly outline the timeline, ticketing system, budget, and publicity strategy when planning a fundraiser event. Develop an organized system for distributing tickets. Recruit individuals who are prominent in the area to serve as event chairs or sponsors. Contact local media outlets to publicize the details and generate enthusiasm for the event.

COUNTY PARTY FUNDRAISING CONT.

Mail Solicitations

Mail reaches more people in less time and is the least intrusive type of solicitation. However, a direct mail solicitation requires an initial investment that can be very costly. Yet, a successful mail campaign can generate significant income for your organization. Finally, mail solicitation can be successful even in non-election years. The key to an effective mail solicitation is to create and maintain an accurate list of donors and their addresses. Remember - every piece of mail that does not reach its targeted audience is a wasted cost that reduces your overall profit. When you are finally ready to print and mail a solicitation, consider using a professional printer to assist in designing and printing copies.

Individual and Major Donor Solicitations

Personal contact is the most persuasive method of solicitation. Face-to-face contact - especially with someone the contributor knows - is impossible to ignore. Potential contributors should be matched with solicitors to whom they would most likely respond. When seeking an individual or major donation, consider a donor's employment, history of giving, and the political issues that they consider important.

Use the telephone or email to make appointments for in-person solicitations or to contact other potential contributors. A personal letter should follow up calls from the person who placed the call, from a candidate, or from the finance or county chair. A letter soliciting donations should always include a reply card and a return envelop.



The goal of major donor programs should be to identify a group of Republicans who are able to donate substantial dollars to the organization. These contributions are solicited year round and separate from events. When meeting with major donors it is important to:

- Suggest a specific amount, or a range of possible amounts that you are requesting.
- Provide a specific reason for why the person should contribute.
- Explain exactly how the contribution will be used - for voter outreach, the purchase of campaign materials, the lease of office space, etc.
- Offer some benefits - possibly a membership card, a pin, certificate, etc.
- Always follow a donation with a personal note of appreciation.

Summary

Raising money is difficult but necessary to the functioning of a strong political party. As such, fundraising is best organized by a person or committee exclusively devoted to that function.

Remember, people need a reason to give. Your fundraising team should develop and articulate reasons people want to contribute money. Generally, people are motivated to give money by the following:

- They are asked by personalities with intelligence, charisma, talent, and influence.
- There exists a similar philosophy or ideology between the donor and the organization they are supporting.
- Their donation will promote policies and programs that improve lives, advance causes, and promote interests.
- They are confident that donated resources will be used efficiently and effectively.

Final Tip: It is useful to let other prospective contributors know exactly what their money can do, i.e., their \$25.00 contribution can buy 100 bumper stickers or a phone line for one month, etc.

FINANCIAL DISCLOSURES

Iowa Campaign Finance Laws and Regulations

County central committees are required by Iowa law to report all financial activity with the Iowa Ethics and Campaign Disclosure Board (IECDB) electronically. Reporting help is available on the IECDB website at:

<http://www.iowa.gov/ethics/>

FORMS REQUIRED TO BE ON FILE IN THE IOWA ETHICS OFFICE:

DR-1 - Statement of Organization - County central committees are required under Iowa code to be registered with the IECDB. The DR-1 must be amended within **30-days** of any changes to leadership, addresses, emails, phone contacts, or the committee banking institution. The form **must be filed electronically**.

DR-2 - Campaign Disclosure Report Summary Page - Every committee that has filed a Statement of Organization is required to file a Disclosure Summary form DR-2 with the IECDB by the required due dates. For every entry on the DR-2, you must complete a corresponding schedule to record all details of financial activity of the committee. If your committee has had no financial activity during the reporting period for which a disclosure report is due, you need only to file the DR-2 carrying balances forward from the last report.

Schedule A - Monetary Receipts - This schedule itemizes the dates, names, addresses, and amounts of all reportable contributions to the committee. Reportable contributions from individual donors who have exceeded \$50, cumulatively, in the calendar year must be separately listed with their complete names and address. Smaller amounts may be lumped together and listed as - unitemized contributions. Bank interest earned on the committee's account must be reported on this schedule. Contributor refunds must be reported as negative entries on this schedule.

Schedule B - Monetary Expenditures - This schedule lists the name and address of each person or organization to whom the committee has made an expenditure of \$5 or more in the calendar year. Expenditures of less than \$5 may be listed as - unitemized expenditures for the period unless the aggregate amount of expenditures to any one person during a calendar year exceeds \$100. **All expenditures must be made by check.** Interest payments on loans, bank service charges, and fees are reported on this form.

There is currently no **Schedule C**.

Schedule D - Incurred Indebtedness - This schedule lists the actual and estimated cost of goods and services either already received by the committee but not yet paid for, or ordered by the committee but not yet received. All outstanding obligations of the committee must be reported on Schedule D except loans that are reported on Schedule F. Example: if printing is ordered but not yet received or paid for, it belongs here. If you do not know the exact amount, indicate "estimated" beside the amount.

Schedule E - In-Kind Contributions - This schedule lists the names and addresses of all persons who have either contributed goods or services that the committee received for free or at less than fair market value or who have paid for or forgiven a debt of the committee. The actual or estimated fair market value of the item must be reported. In-kind contributions given by your committee to another committee are reported on Schedule B.

Schedule F - Loans Received and Repaid - This schedule lists all loan activity made to or repaid by the committee during the reporting period. This applies to any loan of money that is deposited into the committee's bank account or repaid by committee check. Debts and obligations owed to persons for the provision of goods and services (which are not monetary advances deposited into the committee's account) are reported on Schedule D.

FINANCIAL DISCLOSURES CONT.

On-time Filing - Disclosure reports are considered filed when they are electronically submitted no later than 4:30 PM Central on the designated filing deadline date. Reports can be filed at:

<https://webapp.iecdb.iowa.gov/Default.aspx>

Civil fines are imposed if disclosure reports are not filed on time.

ELECTION YEAR REPORTING DATES

(EVEN NUMBERED YEARS)

| <u>Report Due</u> | <u>Covering Period</u> |
|---------------------------------|---|
| May 19 | January 1 through May 14 |
| July 19 | May 15 through July 14 |
| October 19 | July 15 through October 14 |
| January 19 (Next calendar year) | October 15 through December 31 of election year |

NON-ELECTION YEAR REPORTING DATES

(ODD NUMBERED YEARS)

| <u>Report Due</u> | <u>Report Due</u> |
|---------------------------------|--|
| January 19 (Next calendar year) | January 1 through December 31 of non-election year |

General Information and Definitions

Contributions

Iowa law requires that all contributions be deposited in the committee's bank account(s). Contributions must not be placed in a personal account. The law requires that all contributions be forwarded to the committee treasurer within fifteen (15) days of the contribution(s), along with the name and address of the contributor(s), the amount of the contribution(s), and the date the contribution(s) was received. The treasurer must deposit all contributions within seven (7) days. The following tips will help in correctly accepting and disclosing contributions:

- Contributions can be accepted from individual or political actions committees. Contributions from corporations, financial institutions, or insurance companies are prohibited by law.
- Although **cash contributions** are not illegal, it is best that all contributions be made in the form of a check so there can be no question as to the amount and source of the funds.
- **It is against the law to make a contribution in the name of another person.** The real contributor must be named in the disclosure reports.
- Cash contributions of \$25 or less may be solicited in a **"Pass the Hat"** situation and no record kept of individual contributors, provided all persons are notified (either orally or in a written statement displayed at the fundraising event) that it is illegal to make an anonymous contribution in excess of \$25.
- Anonymous contributions in excess of \$25 may not be accepted. All funds from unknown or unidentifiable sources must be turned over to state control for deposit in the general fund of the State of Iowa.
- No Limits - State law imposes no limit on the size of contributions to state, county, or local campaigns.

FINANCIAL DISCLOSURES CONT.

In-Kind Contributions

An in-kind contribution is a donation to a county committee, which is not in the form of money, but has a fair market value. An in-kind contribution includes the forgiveness of a debt by an individual (cannot) be from a corporation) to whom the committee owes money. It also includes the payment of a committee bill by an individual (i.e. postage, float materials, refreshments, etc. in excess of \$50).

All in-kind contributions over \$50 fair-market value must be itemized on the Schedule E by disclosing the contributor's name and address, as well as a description of the in-kind contribution. The law also requires that an estimated fair market value be affixed to the contribution.

Services provided without compensation by individuals **volunteering time** on behalf of a committee (except when organized or provided on a collective basis by a business, trade organization, labor union, or any other organized group or association) are not considered reportable in-kind contributions.

Expenditures

The names and addresses of each person or entity to which the committee has expended five dollars or more must be separately itemized on the Schedule B. Disbursements of less than five dollars may be shown as miscellaneous disbursements or expenses for the period so long as the aggregate miscellaneous disbursements to any one person/entity during a calendar year do not exceed \$100.

If you are in doubt, please contact either the IECDB at (515) 281-4028 or the Republican Party of Iowa at (515) 282-8105.

FINANCIAL DISCLOSURES CONT.

Disclaimers

Iowa Code Section 68A.405 and Board Rule 351-4.38 require a "paid for by" attribution statement to be printed or displayed on political material to identify the person or organization paying for the material. An attribution **MUST** contain the words "Paid for by" to comply with the law and rule. The following is an example of a proper disclaimer:

Paid for by the [insert county name here] County Republican Central Committee and not authorized by any candidate or candidate committee.

Political material in newspapers, magazines, tabloids, and websites are required to have an attribution statement, as well as stationery, mailings, brochures, postcards, scratch pads, posters, and outdoor political materials. Political ads should avoid the inclusion of federal candidates as the ad would then be subject to federal disclosure laws. Always contact the candidate before publishing. Presidential nominees may NEVER appear in an ad paid for by the county committee.

The law specifically excludes yard signs, matchbooks, bumper stickers, pins, buttons, pens, business cards, and similar items smaller than 2" by 4" where including the attribution would be impractical. Also, items of clothing such as T-shirts and caps are specifically excluded from the disclosure requirement.

Federal law as administered by the Federal Communications Commission (FCC) requires an attribution on **radio and television political advertisements**. Make sure to ask the station for guidance concerning what attribution is required by federal law before placing an advertisement.

Federal Candidates

Each county central committee in Iowa may contribute up to \$1,000 (direct and in-kind) total to Federal candidates (i.e. U.S. Senate, U.S. House of Representatives) in any calendar year before it must register with the Federal Election Commission and file FEC required reports.

It is strongly recommended that no county central committee cross the \$1,000 threshold - eliminating the need to become a federally reporting committee.

FINANCIAL DISCLOSURES CONT.

Income and Sales Tax Obligations

Interest income over \$100 requires the filing of an income tax return. If a county central committee has more than \$100 in income (NOT CONTRIBUTIONS) in a calendar year, a 1120 POL income tax return must filed.

Federal tax form and tax rate: Form 1120-POL must be filed with the Internal Revenue Service (IRS) on or before **MARCH 15** following the end of the calendar year. The taxable income (as calculated when completing the return) is subject to a tax rate of 35 percent.

Iowa tax form and tax rate: Form IA 1120 must be filed with the Iowa Department of Revenue and Finance by **APRIL 30** following the end of the calendar year. After completing the return and adjusting the taxable income as needed, the tax rate of 6 percent is applied to the first \$25,000.

County committees MUST pay the sales tax. County committees are NOT a qualified non-profit organization. They must pay sales tax on all purchases in Iowa.

Sales tax is not charged on fundraising ticket sales. The Iowa sales tax is not imposed on the sales of tickets to political fundraising events.

COUNTY AUDITORS

County auditors are a fantastic resource for election information at the county level. If you have any questions concerning county races, caucuses, or rules, county auditors can help. Below is a listing of the county auditors as of May 2025.

| Party | County | Auditor | Physical Address | City | State | ZIP | Email | Phone |
|------------|-------------|--------------------|-------------------------------|---------------|-------|-------|-------------------------------------|----------------|
| Republican | Adair | Mandy Berg | 400 Public Square Suite 5 | Greenfield | IA | 50849 | auditor@adaircountyia.org | 641-743-2546 |
| Republican | Adams | Becky Bissell | 500 9th Street | Corning | IA | 50841 | acaudit@adamscountyia.com | 641-322-3340 |
| Republican | Allamakee | Denise Beyer | 110 Allamakee Street | Waukon | IA | 52172 | dbeyer@co.allamakee.ia.us | 563-568-3522 |
| Republican | Appanoose | Kelly Howard | 201 N 12th Street | Centerville | IA | 52544 | khoward@appanoosecounty.net | 641-856-6191 |
| Republican | Audubon | Lisa Frederiksen | 410 N Park PL Audubon | Audubon | IA | 50025 | audcoaud@auduboncountyia.gov | 712-563-2584 |
| Republican | Benton | Hayley Rippel | 111 E 4th Street | Vinton | IA | 52349 | hrippel@bentoncountyia.gov | 319-472-2365 |
| Democrat | Black Hawk | Karen Showalter | 316 E 5th Street | Waterloo | IA | 50703 | Kshowalter@blackhawkcounty.iowa.gov | 319-833-3007 |
| Republican | Boone | Diane Patrick | 201 State Street | Boone | IA | 50036 | boonecoaud@boonecounty.iowa.gov | 515-433-0502 |
| Republican | Bremer | Shelley Wolf | 415 E Bremer Avenue | Waverly | IA | 50677 | swolf@co.bremer.ia.us | 319-352-0340 |
| Republican | Buchanan | Kris Wilgenbusch | 210 5th Avenue NE | Independence | IA | 50644 | kwilgenbusch@co.buchanan.ia.us | 319-334-4109 |
| Republican | Buena Vista | Susan Lloyd | 317 E. 5th St. | Storm Lake | IA | 50588 | slloyd@bvcountyia.com | 712-749-2542 |
| Republican | Butler | Leslie Groen | 428 6th Street | Allison | IA | 50602 | auditor@butlercounty.iowa.gov | (319) 346-6547 |
| Republican | Calhoun | Robin Batz | 416 4th Street Suite 1 | Rockwell City | IA | 50579 | rbatz@calhouncounty.iowa.gov | 712-297-7741 |
| Republican | Carroll | Kourtney Payer | 114 E 6th Street | Carroll | IA | 51401 | kpayer@carrollcountyia.org | 712-792-9802 |
| Republican | Cass | Kathy Somers | 5 W 7th Street | Atlantic | IA | 50022 | auditor@casscoia.us | 712-243-4570 |
| Republican | Cedar | Nicolette Welch | 400 Cedar Street | Tipton | IA | 52772 | Nwelch@cedarcountry.iowa.gov | 563-886-3168 |
| Democrat | Cerro Gordo | Adam Wedmore | 220 N Washington Avenue | Mason City | IA | 50401 | awedmore@cgcounty.org | 641-421-3034 |
| Republican | Cherokee | Kris Glienke | 520 W Main, Drawer H | Cherokee | IA | 51012 | kglienke@co.cherokee.ia.us | 712-225-6704 |
| Republican | Chickasaw | Sheila Shekleton | 8 E Prospect Street | New Hampton | IA | 50659 | auditor@chickasawcoia.org | 641-394-2100 |
| Republican | Clarke | Jessica Graves | 100 S Main Street | Osceola | IA | 50213 | jgraves@clarkecountyia.org | 641-342-3315 |
| Republican | Clay | Ann Baschke | 300 W 4th Street Suite 4 | Spencer | IA | 51301 | abaschke@claycounty.iowa.gov | 712-262-1569 |
| Democrat | Clayton | Jennifer Garms | 111 High Street NE Suite 102 | Elkader | IA | 52043 | jmgarms@claytoncountyia.gov | 563-245-1106 |
| Republican | Clinton | David Troester | 1900 N 3rd Street | Clinton | IA | 52733 | troester@clintoncounty-ia.gov | 563-244-0568 |
| Democrat | Crawford | Terri Martens | 1202 Broadway Suite 5 | Denison | IA | 51442 | tmartens@crawfordcounty.iowa.gov | 712-263-3045 |
| Republican | Dallas | Todd Halbur | 210 N 10th Street | Adel | IA | 50003 | dcauditor@dallascountyia.gov | 515-993-6914 |
| Republican | Davis | Kristi Goodson | 100 Courthouse Square Suite 2 | Bloomfield | IA | 52537 | auditor@daviscountyia.org | 641-664-2101 |
| Republican | Decatur | Stephanie Daughton | 207 N Main Street | Leon | IA | 50144 | decauditor@grm.net | 641-446-4323 |
| Republican | Delaware | Carla K. Becker | 301 E Main Street Room 210 | Manchester | IA | 52057 | cbecker@co.delaware.ia.us | 563-927-4701 |
| Democrat | Des Moines | Sara Doty | 513 N Main Suite 203 | Burlington | IA | 52601 | dotys@dmcounty.iowa.gov | 319-753-8232 |
| Republican | Dickinson | Lori Pedersen | 1802 Hill Avenue Suite 1400 | Spirit Lake | IA | 51360 | lpedersen@co.dickinson.ia.us | 712-336-3356 |
| Republican | Dubuque | Keith Lucy | 720 Central Avenue | Dubuque | IA | 52001 | elections@dubuquecounty.us | 563-589-4457 |

| | | | | | | | | |
|------------|-----------|-------------------|-----------------------------------|----------------|----|-------|--|--------------|
| Democrat | Emmet | Heidi Goebel | 609 1st Avenue N | Estherville | IA | 51334 | hgoebel@emmetcounty.iowa.gov | 712-362-4261 |
| Republican | Fayette | Lori Moellers | 114 N Vine Street | West Union | IA | 52175 | lmoellers@co.fayette.ia.us | 563-422-3497 |
| Republican | Floyd | Morrigan Miller | 101 S Main Street #302 | Charles City | IA | 50616 | MMiller@floydco.ia.org | 641-257-6131 |
| Republican | Franklin | Katy Flint | 12 1st Avenue NW | Hampton | IA | 50441 | auditor@co.franklin.ia.us | 641-456-5622 |
| Republican | Fremont | Dee Owen | 506 Filmore Street | Sidney | IA | 51652 | dowen@co.fremont.ia.us | 712-374-2031 |
| Republican | Greene | Billie Jo Hoskins | 114 N Chestnut Street | Jefferson | IA | 50129 | auditor@greenecounty.iowa.gov | 515-386-5680 |
| Republican | Grundy | Alan Tschertter | 706 G Avenue | Grundy Center | IA | 50638 | alan.tschertter@grundycountyiowa.gov | 319-824-3122 |
| Republican | Guthrie | Dani Fink | 200 N 5th Street | Guthrie Center | IA | 50115 | d.fink@guthriecounty.gov | 641-747-3619 |
| Republican | Hamilton | Kim Schaa | 2300 Superior St. STE 2 | Webster City | IA | 50595 | kschaa@hamiltoncounty.org | 515-832-9510 |
| Republican | Hancock | Michelle Eisenman | 855 State Street | Garner | IA | 50438 | michellek.eisenman@hancockcountyia.org | 641-923-3163 |
| Republican | Hardin | Jolene Pieters | 1215 Edgington Avenue Suite 1 | Eldora | IA | 50627 | jpieters@hardincountyia.gov | 641-939-8109 |
| Republican | Harrison | Megan Reffett | 111 N 2nd Avenue | Logan | IA | 51546 | auditor@harrisoncountyia.org | 712-644-2401 |
| Republican | Henry | Robin Detrick | 100 E Washington Street Suite 202 | Mount Pleasant | IA | 52641 | Rdetrick@henrycountyiowa.us | 319-385-0756 |
| Democrat | Howard | Julie Chapman | 137 N Elm Street | Cresco | IA | 52136 | jchapman@howardcounty.iowa.gov | 563-547-9203 |
| Republican | Humboldt | Trish Erickson | 203 Main Street | Dakota City | IA | 50529 | terickson@humboldtcountyia.org | 515-332-1571 |
| Republican | Ida | Kristy Gilbert | 401 Moorhead Street | Ida Grove | IA | 51445 | KGilbert@idacountyia.us | 712-364-2626 |
| Republican | Iowa | Brandy Enochson | 970 Court Avenue | Marengo | IA | 52301 | benochson@co.iowa.ia.us | 319-642-3923 |
| Republican | Jackson | Alisa Smith | 201 W Platt Street | Maquoketa | IA | 52060 | asmith@jacksoncounty.iowa.gov | 563-652-3144 |
| Republican | Jasper | Jenna Jennings | 101 1st Street N | Newton | IA | 50208 | auditor@jaspercounty.iowa.gov | 641-792-7016 |
| Republican | Jefferson | Christy Conner | 51 E Briggs Avenue | Fairfield | IA | 52556 | auditor@jeffersoncountyia.com | 641-472-2840 |
| Democrat | Johnson | Julie Persons | 913 S Dubuque Street Suite 101 | Iowa City | IA | 52240 | elections@johnsoncountyiowa.gov | 319-356-6004 |
| Republican | Jones | Whitney Hein | 500 W Main Street | Anamosa | IA | 52205 | auditor@jonescountyiowa.gov | 319-462-2282 |
| Republican | Keokuk | Christy Bates | 101 S Main | Sigourney | IA | 52591 | auditor@keokukcountyia.com | 641-622-2320 |
| Republican | Kossuth | Tammy Eden | 114 W State Street | Algona | IA | 50511 | teden@kossuthcounty.iowa.gov | 515-295-2718 |
| Republican | Lee | Sherri Yasenchok | 933 Avenue H | Fort Madison | IA | 52627 | syasenchok@leecounty.org | 319-372-3705 |
| Democrat | Linn | Todd Taylor | 935 2nd Street SW | Cedar Rapids | IA | 52404 | todd.taylor@linncounty-ia.gov | 319-892-5300 |
| Republican | Louisa | Susan Schnedler | 117 S Main Street | Wapello | IA | 52653 | Schnedler@louisacountyia.gov | 319-523-3371 |
| Republican | Lucas | Julie Masters | 916 Braden Avenue | Chariton | IA | 50049 | mastersj@lucasco.org | 641-774-4512 |
| Republican | Lyon | Amy Sprock | 206 S 2nd Avenue Suite 205 | Rock Rapids | IA | 51246 | asprock@co.lyon.ia.us | 712-472-8517 |
| Republican | Madison | Teri Kaczinski | 112 N 1st Street | Winterset | IA | 50273 | tkaczinski@madisoncountv.iowa.gov | 515-462-3914 |

| | | | | | | | | |
|------------|---------------|----------------------|-------------------------------|----------------|----|-------|-------------------------------------|--------------|
| Republican | Mahaska | Madison Garden | 106 S 1st Street | Oskaloosa | IA | 52577 | auditor@mahaskacountyia.gov | 641-673-7148 |
| Republican | Marion | Jake Grandia | 214 E Main | Knoxville | IA | 50138 | jgrandia@marioncountyia.gov | 641-828-2217 |
| Republican | Marshall | Nan Benson | 1 E Main Street | Marshalltown | IA | 50158 | election@marshallcountyia.gov | 641-754-6302 |
| Republican | Mills | Amber Farnan | 418 Sharp Street | Glenwood | IA | 51534 | afarnan@millscountyia.gov | 712-527-3146 |
| Republican | Mitchell | Rachel Foster | 212 S 5th Street | Osage | IA | 50461 | rfoster@mitchellcoia.us | 641-832-3946 |
| Democrat | Monona | Peggy Rolph | 610 Iowa Avenue | Onawa | IA | 51040 | mocoaud1@mononacounty.org | 712-433-2191 |
| Democrat | Monroe | Amanda Harlan | 10 Benton Avenue E | Albia | IA | 52531 | auditor@monroecola.us | 641-932-2865 |
| Republican | Montgomery | Jill Ozuna | 105 E Coolbaugh Street | Red Oak | IA | 51566 | auditor@montgomerycountyia.gov | 712-623-5127 |
| Republican | Muscatine | Tibe Vander Linden | 414 E 3rd St. STE 201 | Muscatine | IA | 52761 | auditor@muscatinecountyia.gov | 563-263-5821 |
| Republican | O'Brien | Rhea Schmalen | 155 S Hayes Avenue | Primghar | IA | 51245 | rschmalen@obriencounty.org | 712-957-3225 |
| Republican | Osceola | Rochelle Van Tilburg | 300 7th Street | Sibley | IA | 51249 | rvantilburg@osceolacoia.org | 712-754-2241 |
| Republican | Page | Kristin Wagoner | 112 E Main Street | Clarinda | IA | 51632 | kwagoner@co.page.ia.us | 712-542-3219 |
| Republican | Palo Alto | Carmen Moser | 1010 Broadway | Emmetsburg | IA | 50536 | cmoser@paloaltocountyia.gov | 712-852-2924 |
| Republican | Plymouth | Stacey Feldman | 215 4th Avenue SE | Le Mars | IA | 51031 | auditor@plymouthcountyia.gov | 712-546-6100 |
| Republican | Pocahontas | Nita Hinrickson | 99 Court Square | Pocahontas | IA | 50574 | nhinrickson@pocahontascountryia.gov | 712-335-3361 |
| Democrat | Polk | Jamie Fitzgerald | 120 2nd Avenue | Des Moines | IA | 50309 | election@polkcountyia.gov | 515-286-3247 |
| Republican | Pottawattamie | Mary Ann Hanusa | 227 S 6th Street | Council Bluffs | IA | 51502 | elections@pottcounty-ia.gov | 712-328-5700 |
| Republican | Poweshiek | Missy Eilander | 302 E Main Street | Montezuma | IA | 50171 | meilander@poweshiekcounty.org | 641-623-5443 |
| Republican | Ringgold | Amanda Waske | 109 W Madison | Mount Ayr | IA | 50854 | awaske@ringgoldcounty.us | 641-464-3239 |
| Republican | Sac | Jim Dowling | 100 NW State Street Box 1 | Sac City | IA | 50583 | sacaud@saccountryia.gov | 712-662-7310 |
| Republican | Scott | Kerri Tompkins | 600 W 4th Street | Davenport | IA | 52801 | auditor@scottcountyia.gov | 563-326-8631 |
| Republican | Shelby | Taryn Knapp | 612 Court Street | Harlan | IA | 51537 | tknapp@shco.org | 712-755-3831 |
| Republican | Sioux | Joe Van Tol | 210 Central Avenue SW | Orange City | IA | 51041 | auditor@siouxcounty.org | 712-737-2216 |
| Democrat | Story | Lucy Martin | 900 6th Street | Nevada | IA | 50201 | auditorweb@storycountyia.gov | 515-382-7210 |
| Republican | Tama | Karen Rohrs | 104 W State Street | Toledo | IA | 52342 | krohrs@tamacounty.org | 641-484-2740 |
| Republican | Taylor | Judy Henry | 405 Jefferson Street | Bedford | IA | 50833 | auditor@taylorcountyia.gov | 712-523-2280 |
| Republican | Union | Sandy Hyssell | 300 N Pine Street | Creston | IA | 50801 | shysell@unioncountyia.gov | 641-782-1701 |
| Republican | Van Buren | Lisa Plecker | 406 Dodge Street | Keosauqua | IA | 52565 | lplecker@vanburencountyia.gov | 319-293-3129 |
| Democrat | Wapello | Kelly Spurgeon | 101 W 4th Street | Ottumwa | IA | 52501 | auditor@wapellocounty.org | 641-683-0020 |
| Democrat | Warren | Kimberly Sheets | 301 N Buxton Avenue Suite 101 | Indianola | IA | 50125 | auditor@warrencountyia.org | 515-961-1020 |
| Republican | Washington | Tamera Stewart | 222 W Main Street | Washington | IA | 52353 | tstewart@co.washington.ia.us | 319-653-7715 |
| Republican | Wayne | Michelle Dooley | 100 N Lafayette Street | Corydon | IA | 50060 | mdooley@waynecountyia.org | 641-872-2242 |
| Republican | Webster | Shaunna Abrams | 703 Central Avenue | Fort Dodge | IA | 50501 | auditor@webstercountyia.org | 515-573-7175 |
| Republican | Winnebago | Karla Weiss | 126 S Clark Street | Forest City | IA | 50436 | Karla.weiss@winnebagoountyia.gov | 641-585-3412 |
| Republican | Winneshek | Benjamin D. Steines | 201 W Main Street | Decorah | IA | 52101 | bsteines@co.winneshek.ia.us | 563-382-5085 |
| Republican | Woodbury | Michelle Skaff | 620 Douglas Street Room 103 | Sioux City | IA | 51101 | miskaff@woodburycountyia.gov | 712-279-6465 |
| Republican | Worth | Jacki Backhaus | 1000 Central Avenue | Northwood | IA | 50459 | auditor@worthcounty.org | 641-324-2316 |
| Republican | Wright | Amanda Meyer | 115 N Main Street | Clarion | IA | 50525 | auditor@wrightco.ia.us | 515-532-2771 |

CONSTITUTION OF THE REPUBLICAN PARTY OF IOWA

Adopted July 20, 1974
Amended July 17, 1976
Amended June 24, 1978
Amended June 26, 1982
Amended June 16, 1984
Amended June 25, 1988
Amended June 23, 1990
Amended June 15, 1996
Amended June 26, 2010

ARTICLE I

NAME

1. The name of the organization shall be "The Republican Party of Iowa".

ARTICLE II

PURPOSE

1. The purpose of the organization shall be to conduct the activities of the Republican Party of Iowa, to promote Republican principles and policies, and to cooperate and assist in the conduct of national, state and local elections.

ARTICLE III

MEMBERSHIP

1. The membership of the Republican Party shall consist of all voters of the State of Iowa who desire to support the objectives of the Republican Party and register to vote as Republicans.
2. It shall be the duty of each County Central Committee to register eligible voters residing within its county as members of the Republican Party.

ARTICLE IV

STATE CENTRAL COMMITTEE

1. The Republican State Central Committee shall be composed of the National Committeemen and the National Committeewomen and representatives elected by the District Caucus from each Congressional District. The number of representatives to be elected from each Congressional District shall be as follows:

| Number of Congressional Districts | Number of Representatives for Each Congressional District |
|-----------------------------------|---|
| 7 | 2 |
| 6 | 3 |
| 5 | 3 |
| 4 | 4 |
| 3 | 5 |
| 2 | 7 |

2. The general management of the affairs of the Republican Party in Iowa is vested in the Republican State Central Committee with appropriate direction by state conventions of the Republican Party.

3. The Republican State Central Committee shall have such officers and administrative personnel as it may determine and shall organize its operations to attain the objectives of the Republican Party, and shall have power to adopt Bylaws to carry out its duties and the purposes of the Constitution, provided such Bylaws are not in conflict with the provision of this Constitution or the rules of the Republican National Convention.

4. The Republican State Central Committee shall elect a Chair and Co-Chair who shall be the Chief Executive Officers of the Republican Party of Iowa. The Chair and Co-Chair need not be elected from the membership of the Republican State Central Committee.

5. The State Chair, and Co-Chair, State Finance Chair and Co-Chair shall be advisory members of the Republican State Central Committee but shall have no vote in official business transactions of the Committee except the State Chair or Co-Chair while presiding at a meeting of the Committee may vote to make or break a tie vote.

ARTICLE V

DEFINITION OF RIGHTS AND PRIVILEGES OF AUXILIARY ORGANIZATIONS

1. The Republican State Central Committee may designate in its Bylaws official auxiliaries of the Republican Party, and shall provide for the governing of Republican Party auxiliary bodies.
2. The activities of such organizations at the state and local level shall be coordinated with authorized Party activities and shall be subject to the direction of the regularly constituted Party authorities. Each auxiliary shall elect its own officers.
3. The State Chair of each Party auxiliary shall be an advisory member of the Republican State Central Committee, but shall have no vote in official business transacted by the Committee.

ARTICLE VI

COUNTY COMMITTEES

1. County Central Committees shall consist of two precinct committee members elected from each precinct. Every County Central Committee shall adopt a Constitution and Bylaws which shall govern the operation of the Committee, and which may contain a provision for the election of additional Central Committee members from each precinct in a number proportionate to the Republican vote cast in that precinct at the last preceding general election for President of the United States or for Governor of Iowa, as the case may be.
2. The County Central Committee shall organize following each general election, but no later than the following April 1. The Committee shall elect either from its membership or otherwise, a chair, co-chair, secretary, treasurer and other officers as it may determine. The chair and co-chair shall be empowered to name such other officers as is determined necessary to carry out the aims and purposes of the organization subject to approval of the County Central Committee. Each member of the County Central Committee shall be given written notice at least five days in advance of the time and place of any meeting scheduled for the election of officers. The term of office of an officer begins upon his or her election and continues until the organizational meeting two years later and until the officer's successor is elected and qualified, unless the officer dies, resigns, or is sooner removed by the County Central Committee for any cause.
3. Any County chair or co-chair may also be removed by the Republican State Central Committee upon recommendation of the appropriate District Executive Committee for failure to fulfill the duties of the office. When a District Executive Committee recommends removal of a County Officer, that Officer shall be entitled to a hearing before the Republican State Central Committee before that Committee votes on the removal question.
4. The term of office of a member of the County Central Committee shall begin on the day following the precinct caucus and shall continue until the next precinct caucus and until his or her successor is elected and qualified. A member may be sooner removed by the County Central

Committee for inattention to duty, incompetence, or active support of an opponent of a Republican nominee.

5. The chair or co-chair or thirty percent (30%) of the duly elected and serving members of the County Central Committee may call a meeting of the Committee, and there shall be no less than two (2) meetings each year.

6. When elected, a member of the County Central Committee must be a resident of the precinct from which elected.

7. Vacancies on the County Central Committee may be filled by majority vote of the County Central Committee, or at a special precinct caucus called by the County Central Committee.

8. The County Central Committee in each county in the State may recognize the same recognized auxiliaries within the counties as are recognized by the Republican State Central Committee and may permit representatives from such recognized auxiliaries to serve as advisory members of the County Central Committee. Such advisory members shall not be permitted to vote but shall assist County Central Committees in the conduct, planning and organization of political campaigns.

ARTICLE VII

DISTRICT EXECUTIVE COMMITTEES

1. The District Executive Committee shall consist of the Chair and Co-Chair of each County in the Congressional District plus one additional representative for every fifty thousand (50,000) population in that County based on the most recent federal census. The additional County representative shall be elected by the County Central Committee.

2. The District Committee shall: (1) direct and coordinate Republican activities in the district, including organizational, candidate recruitment, and finance efforts; (2) coordinate the congressional and legislative campaigns in the district for the duly selected Republican nominees; (3) perform all of the duties relating to any election to fill a district vacancy on the Republican State Central Committee; (4) advise the congressional district's representatives on the Republican State Central Committee; and (5) do all other things which serve to promote the welfare of the Republican Party and the orderly and successful conduct of the election campaign in the congressional district.

ARTICLE VIII

REPUBLICAN STATE COUNCIL

1. The Republican State Council shall be composed of all elected members of the District Executive Committees. The function of the Council is to provide, from time to time, advice and counsel to the Republican State Central Committee. The Chair of the Republican State Central Committee shall preside over the Council and shall convene meetings when the Chair deems such action advisable or within thirty (30) days of receiving a request for a meeting from forty (40) Council members.

ARTICLE IX

CAUCUSES, CONVENTIONS, AND MEETINGS

1. Precinct Caucus. The Republican Party of Iowa shall conduct precinct caucuses, county conventions, district caucuses and state conventions. In election years, the Republican State Central Committee shall direct the County Central Committees to call precinct caucuses at a date to be fixed by the Republican State Central Committee for the purpose of electing delegates from each precinct to the County Convention to be held in each county in the State. The precinct caucus also shall elect precinct committee persons and may adopt resolutions. In presidential election years each precinct caucus shall perform such additional functions as directed by the Republican State Central Committee. Notice of the date, time, and place of said precinct caucuses shall be given twice by publication in a newspaper of general circulation within the precinct. The first notice shall be published not more than fifteen (15) days nor less than seven (7) days before the date of the precinct caucus, and the second notice shall be made not more than seven (7) days before and not later than the date of the precinct caucus.

2. Eligibility to vote. Any person voting at a precinct caucus must be a registered Republican in that precinct (or a person who will by the date of the next general election become eighteen years of age and indicates an affiliation with the Republican Party), and a resident of the precinct. A person may register to vote or change party affiliation at the caucus.

3. County Conventions. The Republican State Central Committee shall set the date of the county convention in each county of the State. It shall advise the county organizations of the number of delegates to the District Caucus and the State Convention to which each County is entitled, and shall determine the delegate assessment which must be paid by each County Central Committee.

4. Purpose. The purpose of the County Convention is to select delegates to the District Caucus and the State Convention; nominate candidates for any office when no Republican candidate for such office has been nominated at the preceding primary election; and adopt resolutions.

5. **District Caucuses.** The Republican State Central Committee shall set the date and location of Congressional District Caucuses. The District Caucus shall elect that District's representatives on the Republican State Central Committee; elect members of committees for the State Convention; and adopt a District Platform. In presidential election years the District Caucus shall elect such number of delegates and alternate delegates allocated to the District to the Republican National Convention, and shall select a Presidential Elector from the District.
6. **State Convention.** The Republican State Central Committee shall set the date, time and place of the State Convention, and shall determine the ratio and number of delegates to which each county is entitled. The Republican State Central Committee shall provide for the organization of the convention; the conduct of its business; and the selection of the temporary officers.
7. **Purpose.** The purpose of the State Convention is to adopt a State Platform, adopt or amend a Constitution, and transact such other business as may properly be brought before it. In gubernatorial election years, the convention shall select the Republican candidate for Lieutenant Governor. In Presidential election years, the convention shall elect such at-large delegates and alternate delegates allocated to the State to the Republican National Convention; and shall select two Presidential Electors at-large.
8. **Voting.** In the State Convention, and all District Caucuses, each delegate shall be allowed to vote as he or she deems appropriate and no county shall be allowed to vote by the unit rule. No delegate shall be bound by any pre-convention caucus and each county shall cast its vote by polling its delegation at the convention. No fractional votes shall be allowed.
9. **Other meetings.** The Republican State Central Committee may call other precinct, County, District and State meetings as it deems advisable.
10. **Conventions to nominate legislative candidates.** At a convention called either to fill a ballot vacancy or to nominate a candidate in a special election for the offices of Senator or Representative in the General Assembly, the voting strength of each precinct represented shall be proportionate to the vote cast for the Republican candidate for that office in the respective precincts at the last general election.

ARTICLE X

NONDISCRIMINATION IN ELECTED OR APPOINTED PARTY POSITIONS

The Republican Party of Iowa shall not use race, sex, color, ethnicity, or national origin as a criterion for either discriminating against, or granting preferential treatment to, any individual or group in any of its elected or appointed party positions at any level. This section shall be implemented to the maximum extent consistent with law and the National Republican Party Constitution and bylaws.

ARTICLE XI

ELECTION OF MEMBERS OF THE NATIONAL COMMITTEE

1. The quadrennial convention of the Republican Party held each presidential election year shall elect Republican National Committee members for the State. Such election shall be made by a majority vote of the delegates at the State Convention. Vacancies on the Republican National Committee shall be filled by vote of the Republican State Central Committee.

ARTICLE XII

ELECTION OF DELEGATES TO THE NATIONAL CONVENTION

1. Delegates and Alternate Delegates to the Republican National Convention shall be elected at the quadrennial convention of the Republican Party held each presidential election year, and in such number and manner as shall be consistent with the Rules of the Republican National Convention.

ARTICLE XIII

PROXY VOTES

1. Voting by proxy will not be permitted at any precinct caucus, County Convention, District Caucus, or State Convention. If any County shall not be fully represented at a District Caucus or State Convention only those delegates or alternate delegates who have assumed delegate status and are present at the District Caucus or State Convention shall be allowed to vote, and the votes represented by absent delegates shall not be cast.

ARTICLE XIV

AMENDMENTS

1. This Constitution may be amended at any State Convention when notice of intention to amend is included in the call issued by the Republican State Central Committee for such convention. Proposed amendments to the Constitution must be included in the call for convention when requested by forty (40) members of the Republican State Council. Notice of any proposed amendment shall be mailed to the certified convention delegates at least two (2) weeks prior to convention. To be adopted such amendment must be approved by a majority vote of the convention delegates.

ARTICLE XV

CONFLICT WITH NATIONAL RULES

1. Rules of the Republican National Convention found to be in conflict with provisions of this Constitution shall take precedence over such provisions. Such rules of the Republican National Convention shall take precedence over conflicting provisions of Constitutions of County Central Committees, and shall take precedence over conflicting provisions of Bylaws of the Republican State Central Committee and County Central Committees.

ARTICLE XVI

EFFECTIVE DATE OF CONSTITUTION

1. The within Constitution was adopted by a majority vote of the Republican Party of Iowa, in convention assembled, at Des Moines, Iowa, July 20, 1974.

REPUBLICAN STATE CENTRAL COMMITTEE OF

IOWA BYLAWS

Adopted on June 28, 1978
Amended September 13, 1980
Amended January 31, 1981
Amended May 27, 1981
Amended February 19, 1983
Amended February 16, 1985
Amended June 8, 1985
Amended February 15, 1986
Amended March 15, 1986
Amended May 2, 1987
Amended March 26, 1988
Amended February 4, 1989
Amended September 30, 1989
Amended January 15, 1994
Amended May 17, 1997
Amended August 16, 1997
Amended November 1, 1997
Amended August 25, 2001
Amended April 14, 2012
Amended August 24, 2013
Amended June 27, 2015
Amended January 28, 2017
Amended January 19, 2019
Amended December 4, 2021
Amended December 10, 2022
Amended January 14, 2023
Amended April 22, 2023
Amended March 30, 2024

ARTICLE I - OFFICERS AND DUTIES

1. The Republican State Central Committee of Iowa (herein referred to as the "Central Committee") shall elect the following officers at the first meeting of the Central Committee in the year following the biennial general election. These officers shall serve at the pleasure of the Central Committee and shall discharge the duties described below:

a. Chair of the Central Committee (herein referred to as the "State Chair") whose duties shall

be to:

- 1.) Preside at all meetings of the Central Committee.
 - 2.) Make policy recommendations to the Central Committee.
 - 3.) Act as the administrative officer of the Central Committee in charge of the staff and state office of the Central Committee, including the employment of an Executive Director with the approval of the Central Committee.
 - 4.) Serve as a member of the Republican National Committee.
 - 5.) Approve all expenditures made on behalf of the Central Committee.
 - 6.) Employ an auditing firm to conduct an annual audit of the finances of the Central Committee.
 - 7.) Appoint, with the consent of the Central Committee, a Finance Chair who shall develop plans and programs to raise funds for the Central Committee, and who shall serve at the pleasure of the State Chair.
 - 8.) Appoint, with the consent of the Central Committee, Legal Counsel who shall advise the Central Committee and act for the Central Committee in connection with all legal matters, and who shall serve at the pleasure of the State Chair.
 - 9.) Confer with the State Co-Chair in connection with the duties of the State Chair and State CoChair, and perform such other duties as the Central Committee may direct.
- b. Co-Chair of the Central Committee (herein referred to as the "State Co-Chair"), whose duties shall be to:
- 1.) Act in the absence of the State Chair of the with respect to the duties assigned to the State Chair, except as to service on the Republican National Committee.
 - 2.) Coordinate the activities of the auxiliaries with the Central Committee.
 - 3.) Confer with the State Chair in connection with the duties of the State Chair and State CoChair, and perform such other duties as the Central Committee may direct.
- c. Treasurer of the Central Committee who shall be a member of the Central Committee and whose duties shall be to:

- 1.) Carry out the duties of the Treasurer of a political committee, as required by federal and state law, including the signing of all statements of organization and periodic statements of contributions and expenditures.
 - 2.) Provide oversight in the maintenance of adequate records of the financial transactions of the Central Committee and assure compliance with all federal and state laws.
 - 3.) Present current financial reports to meetings of Central Committee.
 - 4.) Perform such other duties as may be assigned by the Central Committee.
- d. Secretary of the Central Committee, who shall be a member of the Central Committee and whose duties shall be to:
- 1.) Supervise the taking of all minutes at meetings of the Central Committee.
 - 2.) Take minutes at all executive sessions of the Central Committee.
 - 3.) Present to the Central Committee minutes of previous meetings of the Central Committee for review and approval by the Central Committee.
 - 4.) Perform such other duties as may be assigned by the Central Committee.
2. The State Chair, with the consent of the Central Committee, shall designate individuals on the Central Committee's staff (herein referred to as the ("Staff")) to assist the officers of the Central Committee in the following capacities:
- a. An Assistant Treasurer of the Central Committee, whose duties shall be to:
- 1.) Assist the Treasurer as may be required; particularly in the preparation of all statements of organization and periodic statements of contributions and expenditures.
 - 2.) Receive and deposit all Central Committee funds; and, upon the written direction of the State Chair or Executive Director, disburse funds of the Central Committee.
 - 3.) Maintain adequate and required records of all financial transactions of the Central Committee.
 - 4.) Prepare and complete current reports of financial transactions, including listings of disbursements made and unpaid bills, prior to each meeting of the Central Committee.

5.) Perform such other duties as may be assigned by the State Chair or Executive Director.

b. An Assistant Secretary of the Central Committee, whose duties shall be to:

1.) Assist the Secretary as may be required, particularly in the taking and preparation of

minutes. 2.) Maintain and preserve the records and minutes of the Central Committee.

3.) Perform such other duties as may be assigned by the State Chair or Executive Director.

3. The Assistant Treasurer and other persons handling the Central Committee's funds shall post a surety bond if required by the Central Committee. The amount of any surety bond shall be established and the premium therefor shall be paid by the Central Committee.

4. In the absence of the Secretary, the State Chair may appoint a secretary pro tempore.

ARTICLE II - COMMITTEES

The State Chair, with consent of the Central Committee, shall appoint the chair of each of the committees established by this Article. Except as otherwise provided herein, the membership of each of the committees shall consist of one member of the Central Committee from each Congressional District. In addition, the National Committeeman, the National Committeewoman, the Legal Counsel and the Finance Chair shall be appointed to such committees as determined by the State Chair, with consent of the Central Committee.

The following shall be committees of the Central Committee appointed by the State Chair, with the consent of the Central Committee:

1. Budget Committee, which shall be responsible for:

a. Recommending a budget on an annual calendar year basis for the expenditures of the Central Committee, and which shall consider the budgeting of such additional items of expenditures as from time to time are proposed for consideration and approval by the Central Committee. Expenditures for each line item of the budget shall not exceed the amount set by the budget in any one calendar year, except as the amount budgeted is specifically increased or decreased by the Central Committee. The costs for fundraising functions are exempted from this requirement because such costs are dependent on various factors such as the number of persons attending a fundraising function; and

b. Reviewing with the staff all fundraising efforts.

Any Committee or Temporary Committee may recommend to the Budget Committee a proposed budget for those Central Committee activities within the purview of said Committee or Temporary Committee.

2. Campaign Committee, which shall be charged with planning and recommending the strategy and funding of political campaigns falling within the jurisdiction of the Committee. The Campaign Committee also shall be charged with reviewing with the staff the campaign efforts offered, planned, and coordinated by the Central Committee, and assist in candidate recruitment.

3. Organization Committee, which shall be charged with planning and recommending the Party's caucus and convention activities; Party organization and voter programs; and Party's Constitution and Central Committee's bylaw matters. The Organization Committee also shall be charged with reviewing with the staff the Party's efforts in connection with caucuses, conventions, Party organization, and voter programs.

4. Personnel Committee, which shall prepare and recommend to the Central Committee personnel policies for employees of the Central Committee, and perform such other duties as may be outlined in the personnel policies. The committee shall consist of the following:

a. State Chair.

b. State Co-Chair.

c. Four (4) members of the Central Committee, who shall be appointed by the State Chair, with the consent of the State Central Committee.

d. The Executive Director.

5. Appeals Committee, a standing committee which shall consider disputes that arise regarding any matter over which the State Central Committee has interest or authority. If a member of a County Central Committee, District Executive Committee or State Central Committee refers a dispute to a member of the Appeals Committee, the Appeals Committee shall consider the matter and report a recommendation to the State Central Committee for consideration at its next regular meeting or at a special meeting convened for the purpose of considering the matter under consideration by the Appeals Committee. The Appeals Committee shall consist of one member of the State Central Committee from each congressional district, to be selected by the State Central Committee.

6. Audit Committee, a standing committee which shall review annual audits and recommend approval, disapproval, or improvements based on audit findings to the State Central Committee. The Audit Committee shall not conduct its own audits. Its role shall be limited to making sure that regular outside audits are conducted and to reviewing the results of these audits with the outside auditor and the SCC. The Audit Committee shall have at least three members appointed from among the members of the State Central Committee by the State Chair.

7. Temporary Committees & Policy Councils. The State Chair may appoint such Temporary Committees and Councils as deemed necessary. The membership of these committees & Policy Councils shall be determined by the State Chair, with consent of the State Central Committee. Such Temporary Committees shall in no event remain in existence for more than one (1) year from the date of their formation.

ARTICLE III - AUXILIARIES

The rights of the following organizations having Republican affiliations, who carry on their activities consistent with the Constitution, the objectives, platforms and principles of the Party, shall be recognized and the organization of local groups shall be permitted and encouraged, provided the activities of all such organizations are coordinated with authorized Party activities and are under the direction of the regularly constituted Party authorities:

1. The Iowa Federation of Republican Women shall retain its individual organization and identity. It shall carry on the educational work about the Republican Party of Iowa among the women of Iowa and shall assist the Central Committee in all its activities.
2. The College Republicans of Iowa shall be an organization of college and university students who shall provide an opportunity for students to train and work in political campaigns. It shall encourage the students to participate in the activities that promote the Republican Party of Iowa on college and University campuses and shall assist the Central Committee in all its activities.
3. The Iowa Federation of Young Republicans shall retain its individual organization and identity. It shall carry on the Educational Work about the Republican Party of Iowa among the Young Republicans of Iowa and shall assist the central committee.
4. Organized minorities having Republican affiliation may petition the Central Committee to become an affiliate member and assist the Central Committee in all its activities. The Central Committee may act on such petitions as it deems best for the interests of the Republican Party of Iowa.

ARTICLE IV - MEETINGS

1. All meetings of the Central Committee shall be convened on written and or e-mail or fax call of:

a. The State Chair, or

b. The State Co-Chair, or

c. Five members of the Central Committee.

Notices of every regular meeting shall be mailed or e-mailed at least ten (10) days in advance of the scheduled date of the meeting to the address of each member of the Central Committee. Meetings shall be called at least quarterly during each calendar year. An emergency meeting may be called with not less than 12 hours' notice prior to the meeting, with a statement of the purpose of the meeting.

2. In addition to the notice of call of each meeting, a written agenda outlining the subjects to be covered in the proposed meeting shall be mailed to each member of the Central Committee. Any member may request items to be included on the proposed agenda prior to its mailing.

3. A quorum for the conduct of business shall consist of the two members more than fifty percent of the membership of the Central Committee.

4. Robert's Rules of Order, Newly Revised, shall govern at all meetings of the Central Committee except as altered by the Code of Iowa, the Constitution of the Republican Party of Iowa or these Bylaws.

5. There shall be no proxy votes at meetings of the Central Committee, except to elect a State Chair or State Co-Chair or to fill vacancies of National Committeeman or Committeewoman, in which case a written general or limited proxy may be granted by a member unable to attend to another member of the Central Committee or to a County Chair or a County Co-Chair within such member's District.

6. Attendance at all meetings of the Central Committee shall be open to registered Republicans and invited or permitted guests, except Executive Sessions called by majority vote of the voting members of the Central Committee present. Executive Sessions may be (a) full Executive Sessions at which only voting members of the Central Committee together with the State Chair and/or State Co-Chair, or such person as may be designated by the Central Committee to act as Chair may be present; or (b) Partial Executive Sessions at which

the Finance Chair, Legal Counsel and other persons specified by the Central Committee may be present.

7. Meetings of the Central Committee may be conducted by teleconference, or individual members of the Central Committee may participate in Central Committee meetings by using teleconferencing. For any State Central Committee elections or business permitted to be conducted by use of secret ballots, if the meeting in which the election or other business takes place is conducted by teleconference or use of teleconferencing, having votes tabulated by an RPI staff member who receives votes by email, text or phone, and who shall not disclose votes, shall be considered to be a secret ballot.

8. A closed session open only to State Central Committee members (and such others as shall be permitted by the motion to enter into closed session) shall be held at each meeting.

ARTICLE V - PROCEDURES FOR FILLING VACANCIES ON THE CENTRAL COMMITTEE

1. Whenever a State Chair or a State Co-Chair is elected from within the membership of the Central Committee, said State Chair or State Co-Chair may not continue to serve as a member of the Central Committee.

2. Within twenty (20) days after a vacancy arises in the membership of the Central Committee, notice of such vacancy shall be forwarded by the State Chair to the members of the District Executive Committee of the Congressional District in which a vacancy exists. The notice shall include a call for a meeting of the Committee at a designated time and place. The meeting shall be held within seventy-five (75) days after the vacancy arises and at such meeting, the Committee shall elect by majority vote a person to fill the unexpired term arising from the vacancy.

3. A Chair of the District Executive Committee may be elected or selected pursuant to the following order of precedence for procedure: (a) by the District Convention; (b) by the District Executive Committee; or (c) as may be determined by the members of the Central Committee from the District.

4. There shall be no proxies at meetings of District Executive Committees except to fill a vacancy in the Central Committee as set forth above, in which case a member of the District Executive Committee may give a written general or limited proxy to another member of his or her County Central Committee or County Chair or Co-Chair.

5. Members of the State Central Committee elected at a district caucus shall assume

their duties at closing gavel of the RPI State Convention. Members elected to fill a vacancy by a District Executive Committee assume their duties upon certification of their election by the District Executive Committee.

ARTICLE VI - PROPERTY, RECORDS, AND PERSONAL RESPONSIBILITY

1. All records and property purchased or acquired by the Central Committee or any of its employees in connection with the conduct of the affairs of the Central Committee shall be the property of the Central Committee.

2. Contracts - Checks - Loans – Deposits

a. Contracts: The Central Committee may authorize any officer or officers, agent, or agents to enter into any contract or execute and deliver any instrument in the name of and on behalf of said Central Committee, provided such procurement, contract or agreement will not result in the expenditure of \$15,000 or more during the State Chair's two year term and the entire term of the contract or agreement. Any procurement, contract or agreement which will result in the expenditure of \$15,000 or more during the entire term of the contract or agreement requires the signatures of the Executive Director or State Chair and the Treasurer or Co-Chair.

The State Chair and/or the Executive Director may enter into any contract or execute and deliver any instrument in the name of and on behalf of the Republican State Central Committee of Iowa, provided the duration of the contract is for less than one year and adheres to the provisions of this section.

All contracts for a duration of one year or more require the previous approval of the Republican State Central Committee of Iowa.

b. Loans: No loans shall be contracted on behalf of the Central Committee and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Central Committee.

c. Checks, Drafts, etc.: All checks, drafts or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Central Committee shall be signed by such officer or officers, agent or agents of the Central Committee and in such manner as may be determined by resolution of the Central Committee.

All checks, drafts, or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Republican State Central Committee shall be signed

by the State Chair or Executive Director and the Treasurer or State Co-Chair. Notwithstanding the above, a separate account not exceeding \$2500 may be established by the Central Committee. Checks not exceeding \$1500 drawn on this account may be signed by the Chair or Executive Director.

d. Deposits: All funds under control of the Central Committee shall be deposited to the credit of The Central Committee in such bank, trust companies, savings and loan institutions, or other depositories as the Central Committee may select.

3. The Central Committee has major responsibilities defined as follows:

a. To maintain and operate the Party organization.

b. To recruit qualified candidates and assist in conducting the political campaigns required to elect all candidates of the Republican Party to office.

c. To conduct such conventions of the Republican Party as shall be necessary.

d. To recommend qualified individuals to serve by appointment on the various branches of government.

e. Raise funds and disperse monies on behalf of the Republican Party of Iowa.

4. No member of the Central Committee shall be liable personally for any obligations of the Central Committee except that each individual is responsible personally for the prompt transmittal of funds collected by the member to the Treasurer, and for the accurate accounting as to funds and property in the member's custody and on behalf of the Central Committee.

5. The Republican Party of Iowa shall not use any resources to include, but not limited to, the use of funds obtained in any way, the use of the name of The Republican Party of Iowa on mailers, emails, press releases, or any campaign materials of any kind, the use of nonprofit mailing status, lists, or staff, for the benefit of any Republican candidate in contested primary and caucus races.

6. To ensure the integrity of the Central Committee and the Republican Party of Iowa, the Central Committee reserves authority as set out in this section to recommend removal of any member of the Central Committee to the District Executive Committee. Following a recommendation for removal, the District Executive Committee will have the authority to remove the recommended member of the Central Committee. The following are causes for removal from the Central Committee:

- a. Commission of any act or deed which might reasonably be considered:
 - i. To be unethical, deceptive, scandalous, or obscene; or
 - ii. To injure, tarnish, damage or otherwise negatively affect the reputation and goodwill associated with the Republican Party of Iowa or its affiliates.
- b. Missing three consecutive Central Committee meetings.

A two-thirds vote of the full Central Committee in favor of recommending removal is required. Once a recommendation of removal is approved, the District Executive Committee, from which the member resides, shall meet within twenty-one (21) days to act on the recommendation. If the District Executive Committee fails to act in the time frame allotted, the member shall be considered removed.

7. Code of Conduct

For purposes of this code of conduct SCC members include chair, co-chair, national committeeman, national committeewoman, and SCC members. This code only applies to those named above. It does not apply to county parties and DEC's. The SCC does not intend nor does it have the authority to include county parties and DEC's.

SCC members shall:

- a. Contribute time, talent, and treasure to the Iowa Republican Party
- b. Support candidates nominated for election by the Republican Party.
- c. Remain neutral in contested Republican primary elections and caucuses.
- d. Be good stewards of Republican Party resources.
- e. Treat other SCC members, RPI staff, Republican elected officials, and candidates with respect and decorum.
- f. Obtain authorization from the Chairman or Executive Director before making significant demands of RPI staff.
- g. Maintain confidentiality when asked or required by the Party.
- h. Attend SCC meetings and committee meetings.
- i. Notify the Communications Department of RPI when making public statements that are

inconsistent with Republican Party messaging.

SCC members shall not:

- j. Accept paid employment or fees from a primary campaign in a contested primary election.
- k. Publicly defame Republican elected officials, candidates, other SCC members or the Republican Party as a whole.
- l. Engage in behavior that would reflect badly on the Party, including but not limited to:
 - Abuse, assault, or intimidation
 - Sexual harassment
 - Use of illicit substances
 - Other Illegal Activities
- m. Nothing in this Code should be construed as abridging the First Amendment rights of SCC members. Statements made by SCC members in their capacities as legislators, candidates, or members of other organizations are not governed by this Code. However, if there is a risk of confusion when making such statements, SCC members should make clear that they are not speaking or writing as SCC members or on behalf of RPI. This Code should not be construed as preventing SCC members from taking part in discussion or debate at Party meetings or conventions on any topic, with any position. SCC members accepting paid advertising in a publication should be open to accepting advertising from all Republican candidates in an election. For purposes of this code of conduct SCC members include the chair, co-chair, national committeeman, national committeewoman, and SCC members. This code only applies to those named above. It does not apply to county parties and DEC's. The SCC does not intend nor does it have the authority to include county parties and DEC's.

ARTICLE VII - AMENDMENTS TO BYLAWS

These Bylaws shall be strictly adhered to and may be amended only by a two-thirds majority vote of the total Central Committee at any regularly called meeting of the Central Committee. Written notice of the proposed amendment and a full copy thereof shall be forwarded to the members of the Central Committee at least ten (10) days before the meeting at which said amendment is to be presented for consideration and vote.

ARTICLE VIII – NATIONAL CONVENTION DELEGATES

1. The Iowa delegation to the Republican National Convention shall be bound on the first ballot to vote proportionally in accordance with the outcome of the Iowa Caucuses. The proportional delegate allocation shall be rounded to the nearest whole delegate. In the event that a delegate is unallocated due to mathematical rounding, the unallocated delegate vote shall be cast in favor of the candidate closest to the rounding threshold. In the event that delegates are over-allocated due to mathematical rounding, the over-allocated delegate shall be removed from a candidate based on the rounding threshold. Delegates shall be bound to the candidates in direct proportion to the candidates' respective vote shares in the Iowa Caucuses regardless of whether any such candidate has withdrawn from the race or otherwise does not have his or her name placed in nomination at the Republican National Convention.
2. Notwithstanding paragraph 1 of this article, if only one candidate's name is placed in nomination at the Republican National Convention, all delegates shall be bound to vote for such candidate on the first ballot provided that the candidate received votes in the Iowa Caucuses.
3. The Chairman of the Iowa delegation, or his or her designee, shall announce the vote of the delegation in accordance with this Article.
4. The State Chair and the two members of the Republican National Committee shall appoint a Chair, an Assistant Chair, and a Whip of the delegation to Republican National Conventions and assign duties to these officers.
5. Delegates to Republican National Conventions shall be required to follow the rules listed below, which shall be enforced by the Chair of the delegation to the extent allowed by Republican National Committee rules.
 - a. Delegates must be present on the floor of the Republican National Convention or ensure that an alternate is present whenever possible. Delegates shall not leave the floor as a form of protest.
 - b. Delegates shall not disparage nominees or presumptive nominees publicly or before other delegates to the Republican National Convention in any way.
6. Delegates and alternate delegates to the Republican National Convention who are elected at a district convention or at the State Convention must fulfill at least one of the following requirements:
 - a. Have served as a delegate or alternate delegate at a county, district, or state Republican convention in Iowa within the four years preceding their selection as a delegate or alternate delegate for a Republican National Convention.

- b. Currently hold or have previously held a position as a Republican state-wide or federal elected official, or as a Republican member of the United States Cabinet serving under a Republican president.

7. Individuals running for delegate or alternate delegate to the Republican National Convention must provide a letter of recommendation from an officer of a County Central Committee, a member of a District Executive Committee, or a member of the State Central Committee.

- a. Shall complete and submit a declaration of candidacy provided by the Republican Party of Iowa by the stated deadline.

ARTICLE IX – STATE CENTRAL COMMITTEE MEMBER REQUIREMENTS

1. Requirements to Serve as State Central Committee Member include:

- a. Shall be a registered Republican within the state of Iowa.
- b. Shall reside in the district for which the member is elected.
- c. Shall complete and submit a declaration of candidacy provided by RPI by the stated deadline. This declaration form shall be available upon request from RPI.

ARTICLE X – NATIONAL DELEGATE NOMINATING COMMITTEE

1. National Delegate Nominating Committee consists of:

a. National committeeman, National committeewoman, and the Chairman of the Republican Party of Iowa, two of the four State Central Committee Members of the currently seated State Central Committee from each of the four congressional districts. If two State Central Committee Members from a specific district cannot be determined by the seated four SCC members from that specific District, the Chairman of the Republican Party of Iowa shall pick the two members from the four SCC members from that specific district to be members of the National Delegate Nominating committee.

b. The nominating committee will nominate the at-large National Delegates, the at-large Alternate National Delegates, and the two at-large Presidential Electors that will be nominated at the following State Convention.

c. The names of the nominating committee shall be printed in the State Convention Tabloid.

Appendix A: Sample Republican County Constitution

CONSTITUTION OF THE REPUBLICAN PARTY OF

_____COUNTY

I

NAME

The name of the organization shall be "The Republican Party of
_____County."

II

PURPOSE

The purpose of the organization shall be to conduct the activities of the Republican Party of
_____County, to promote Republican principles and policies and to cooperate
and assist in the conduct of national, state and local elections in support of the Republican ticket.

III

MEMBERSHIP

The membership of the Republican Party of _____County shall be composed of all
voters of _____County who desire to support the objectives of the Republican Party and
register to vote as Republicans. Membership shall be available to all eligible voters of
_____County without regard to race, creed, religion, sex, ethnicity or national origin.

It shall be the duty of the _____County Central Committee to register eligible voters
within _____County as members of the Republican Party.

IV

COUNTY CENTRAL COMMITTEE

The _____County Central Committee shall organize following each general election,
but no later than the following April 1.

The general management of the affairs of the Republican Party of _____County shall be
vested in the _____County Central Committee, subject to direction from time to time by
the _____County Convention.

The _____County Central Committee shall be composed of two persons elected from
each precinct at the precinct caucuses. To serve as a member of the _____County Central
Committee, the person must be a resident of the precinct from which the person was elected.

The term of office of a member of the _____County Central Committee shall begin
on the day following the precinct caucus and shall continue until the next precinct caucus and until
person's successor is elected and qualified. A member may be sooner removed by the
_____County Central Committee for inattention to duty, incompetence, or active support
of an opponent of a Republican nominee.

Vacancies on the _____ County Central Committee shall be filled by a majority vote of the members of _____ County Central Committee.

V

COUNTY CENTRAL COMMITTEE OFFICERS

The _____ County Central Committee shall elect from its membership, a chair, co-chair, secretary, and treasurer. The chair and co-chair shall be empowered to name such other officers, as is determined necessary to carry out the aims and purposes of the County Central Committee, subject to the approval of the _____ County Central Committee.

Each member of the _____ County Central Committee shall be given written notice at least five days in advance of the time and place of any meeting scheduled for the election of officers.

The term of office of an officer begins upon the officer's election and continues until the organizational meeting two years later and until the officer's successor is elected and qualified, unless the officer dies, resigns, or is sooner removed by the _____ County Central Committee for any cause.

VI

MEETINGS

The chair or co-chair or thirty percent (30%) of the duly elected and serving members may call a meeting of the _____ County Central Committee. There shall be no less than two (2) meetings each year.

VII

AUXILIARY ORGANIZATIONS

The _____ County Central Committee may recognize the same auxiliaries as are recognized by the Republican Party of Iowa. The activities of recognized auxiliaries shall be coordinated with the activities of the _____ County Central Committee and subject to its direction.

Each recognized auxiliary shall elect its own officers.

The chair of each recognized auxiliary shall serve as an advisory member of the _____ County Central Committee, but shall not be permitted to vote on official business transacted by the County Central Committee.

VIII

EXECUTIVE COMMITTEE

The members of the executive committee are the chair, co-chair, secretary and treasurer and such other persons as provided by the bylaws of the _____ County Central Committee.

The executive committee shall transact the routine business of the _____ County Central Committee and may act in its name between the meetings.

IX

CAUCUSES

In election years, the _____ County Central Committee shall call precinct caucuses on the date fixed by the Republican State Central Committee for the purpose of electing delegates from each precinct to the County Convention. The number of delegates elected from each precinct at the precinct caucuses shall be designated in the call of the County Convention issued by the Republican State Central Committee.

Notice of the date, time and place of the precinct caucuses shall be given twice by publication in a newspaper of general circulation within the precinct. First notice shall be published not more than fifteen days nor less than seven days before the date of the precinct caucus and the second shall be made not more than seven days before and not later than the date of the precinct caucus.

Any person voting at a precinct caucus must be a registered Republican in the precinct (or a person who will by the date of the next general election become eighteen years of age and indicates an affiliation with the Republican Party), and a resident of the precinct. The eligibility of a person to participate in the precinct caucus shall be determined by a majority of eligible voters in attendance.

X

VOTING AT PRECINCT CAUCUSES AND COUNTY CONVENTIONS

Voting by proxy shall not be permitted at any precinct caucus or County Convention conducted by the _____ County Central Committee.

At a County Convention, the delegation from each precinct shall vote the full strength of the precinct delegation in proportion to the vote of the delegates present.

XI

AMENDMENTS

This Constitution may be amended by any regularly or specially called County Convention. Notice of intention to amend shall be included in the call at the request of the chair, co-chair, or thirty percent (30%) of the duly elected and serving members of the _____ County Central Committee. To be adopted, a proposed amendment shall be approved by a majority vote of the delegates of the County Convention.

XII

CONFLICT WITH NATIONAL RULES AND STATE CONSTITUTION

Rules of the Republican National Convention found in conflict with provisions of this Constitution shall take precedence over such provisions. Conflicting provisions of the Constitution of the Republican Party of Iowa and the Bylaws of the Republican State Central Committee shall take precedence over conflicting provision of this Constitution.

XIII

EFFECTIVE DATE

This Constitution was adopted by majority vote at a meeting of the _____ County Central Committee on the _____ day of _____, 20____ at _____, Iowa, and was filed with the county commissioner of elections on the _____ day of _____, 20____, and with the state commissioner of elections on the _____ day of _____, 20____.

Appendix B: Sample Republican County Bylaws

_____ COUNTY CENTRAL COMMITTEE OF IOWA

BYLAWS

ARTICLE I

OFFICERS AND DUTIES

- Sec. 1. The officers of the County Central Committee (herein referred to as the "Central committee") shall serve at the pleasure of the Central Committee and shall discharge the duties described below:
- a. The chair shall preside at the meetings of the Central Committee and serve as its spokesperson. The chair shall provide the leadership and direction necessary for the fulfillment of the purpose of the Central Committee, subject to the provisions of the bylaws and the concurrence of the Central Committee in matters of policy. The chair, after consultation with the co-chair, may establish special committees and appoint all committee members.
 - b. The co-chair shall assist the chair in the fulfillment of that officer's duties and assume those duties in the absence of the chair.
 - c. The secretary shall keep minutes of all meetings of the Central Committee and the executive committee and all other records. The secretary shall perform such other duties as may pertain to the office, and as specified in these bylaws.
 - d. The treasurer shall maintain all financial records for the Central Committee and prepare and file records required by federal and state laws. The treasurer shall expend no money unless the expenditure has been approved by the chair or the co-chair in the absence of the chair.
- Sec. 2. The officers whose terms shall be for a period of two (2) years shall be elected by the Central Committee at a Central Committee meeting immediately following each general election, but no later than the following April 1st. The officers shall serve at the pleasure of the County Central Committee. In the event of a vacancy in the office of chair, the co-chair shall call a meeting of the Central Committee for the purpose of filling such vacancy. If the office of chair and co-chair are both vacant, the secretary, or in the secretary's absence, the treasurer, shall call a special meeting of the Central Committee for the purpose of filling any vacancies. In the event that all offices are vacant or in the event of a vacancy in any one office for a period of more than 30 days, a meeting for the purpose of filling vacancies may be called by the chair of the District Executive Committee.
- Sec. 3. The members of the Central Committee shall be notified at least five days in advance of any meeting at which it is proposed to fill a vacancy in the position of chair, co-chair, secretary or treasurer.

ARTICLE II COMMITTEES

Sec. 1. The standing committees of the Central Committee may be empowered by the Central Committee, and in appropriate circumstances by the chair, after consultation with the co-chair, to make determinations, make recommendations, and implement action consistent with the purposes and the policies of the Central Committee.

The standing committees are:

- a. The finance committee, which shall plan and implement fundraising activities;
- b. The organization committee, which shall be responsible for developing the precinct organization, identifying voters, and developing and implementing plans to increase the Republican vote in _____ County;
- c. The budget committee, which shall be responsible for recommending budgets on an annual calendar year basis for the expenditures of the Central Committee and shall consider budgeting of such additional items of expenditures as from time to time are proposed for the Central Committee. Expenditures of each line item of the budget shall be limited by the budget unless the Central Committee later specifically increases the amount authorized. This limitation shall not, however, apply to the cost of fundraising functions;
- d. The candidates and campaign assistance committee, which shall recruit candidates and assist them in their campaigns;
- e. The special projects committee, which shall sponsor activities or assist other groups within the Republican Party in sponsoring activities that will improve the image and/or financial condition of the Republican Party;
- f. The communications committee, which shall publicize activities of the Republican Party.

Sec. 2. The Central Committee or the chair may establish special committees for a specified time, after consultation with the co-chair, to perform specified tasks.

Sec. 3. The chair may remove committee chairs and members, after consultation with the co-chair, or by a majority vote of the Central Committee.

Sec. 4. The chair and co-chair shall be ex officio members of all standing committees.

ARTICLE III EXECUTIVE COMMITTEE

The members of the executive committee shall include the chair, co-chair, secretary, treasurer and finance chair.

ARTICLE IV

ADVISORY COMMITTEE

- Sec. 1. The members of the advisory committee shall include the officers, the chairs of the standing committees and the chief officers of county Republican auxiliary organizations.
- Sec. 2. The advisory committee shall assist the chair and co-chair in coordinating Republican activities in the county.

ARTICLE V

MEETINGS

- Sec. 1. Regular meetings of the Central Committee shall be held at least quarterly and be called by the chair or co-chair, or by 30% of the duly elected and serving members of the Central Committee.
- Sec. 2. Meetings shall be convened on the written call of the chair or co-chair, or 30% of the duly elected and serving members of the Central Committee.
- Sec. 3. Notice of each meeting shall be mailed to each Central Committee member prior to the meeting date.
- Sec. 4. A quorum for the conduct of business shall consist of _____ members of the Central Committee.
- Sec. 5. In the event a member of the Central Committee is unable to attend a duly called Central Committee meeting, the member shall notify the chair, co-chair or secretary.
- Sec. 6. Robert's Rules of Order Newly Revised shall prevail at all meetings of the Central Committee except as shall be altered by the Republican Party Constitution, or by the Constitution or bylaws of this Committee.

ARTICLE VI

PROPERTY, RECORDS AND PERSONAL RESPONSIBILITY

- Sec. 1. All records and property purchased or acquired by the Central Committee or any of its employees in connection with the conduct of the affairs of the Central Committee shall be the property of the Central Committee.
- Sec. 2. Contracts - Checks - Loans - Deposits
- a. Contracts – The Central Committee may authorize the chair or treasurer to enter into any contract or execute and deliver any instrument in the name of and on behalf of Central Committee.
- b. Loans – No loans shall be contracted on behalf of the Central Committee and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Central Committee.

c. Checks, drafts, etc. – All checks, drafts or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Central Committee shall be signed by the treasurer of the Central Committee or treasurer's designee and in such manner as may be determined by resolution of the Central Committee. The chair shall approve all expenditures.

d. Deposits – All funds under control of the Central Committee shall be deposited to the credit of the Central Committee in such banks, trust companies, savings and loan institutions, or other as the Central Committee may select. All funds of the Central Committee shall be segregated from any personal funds of the officers, members or associates of the Central Committee.

Sec. 3. No member of the Central Committee shall be liable personally for any obligations of the Central Committee, except that each individual is personally responsible for the prompt transmittal of funds the member has collected, on behalf of the Central Committee, to the treasurer, and for the accurate accounting as to funds and property in the member's custody.

ARTICLE VII

MINIMUM PERFORMANCE

Sec. 1. Minimum performance by Central Committee members includes attending at least half of the meetings held by the Central Committee; organization of precinct caucuses, cooperation with Central Committee fundraising activities in the member's precinct; cooperation with organizational activities in the member's precinct, such as county registration or canvass activities; organization of election day activities in the member's precinct; and active support of the candidates nominated by the Republican Party.

Sec. 2. A member of the Central Committee may be removed by a majority vote of the Central Committee if the member fails to properly carry out their duties. Notice of the removal motion must be given to the member before the meeting at which the removal action will be considered. The member shall be given an opportunity to be heard when the removal question is before the Central Committee.

ARTICLE VIII

AMENDMENTS TO BYLAWS

These bylaws may be amended by a majority vote of members of the Central Committee present at any meeting of the Central Committee. Written notice and a full copy of the proposed amendment shall be forwarded to the members of the Central Committee at least five days before the meeting at which the amendment is to be presented for consideration and vote.

ARTICLE IX

ADOPTION OF BYLAWS

These bylaws were adopted at a meeting of the _____ County Central Committee on the _____ day of _____, 20____, at _____, Iowa, and was filed with the county commissioner of elections on the _____ day of _____, 20____ and the state commissioner of elections on the _____ day of _____, 20____.

Glossary of Terms and Acronyms

Absentee Ballot Voting: A means of voting via the postal system that is available to anyone who thinks they may not be able to make it to the polls on Election Day. Absentee voting also allows candidates to determine who has already voted, thus freeing their campaign's time and resources to target other voters before Election Day.

Blog: A website dedicated to posting messages typically focused on a point of view or issue.

Canvass: An act or process of obtaining votes or soliciting opinions. To canvass a neighborhood involves contacting people either by door-to-door, or phone calls for the purpose of obtaining Republican votes and/or obtaining opinions on various political issues.

Canvass the Vote: To canvass a vote is to verify the unofficial election results, thereby making them official. This is done by both the county auditor and Secretary of State.

Caucus: A closed meeting of people from one political party, especially a local meeting to select delegates or candidates. Caucus also refers to a group of people, often within a larger group (e.g., a legislative assembly,) who unite to promote a particular policy or particular interests. (e.g. during Presidential election years, Republicans caucus by Presidential preference on Caucus day).

Conventions: (County, District, State) The system to elect delegates, select resolutions, and create platforms.

Convention Committees: Committees composed of delegates selected at District Convention to help organize State Convention. Committees include: Credentials, Platform, Nominations, and Rules.

Credentials Committee: Establishes the permanent roll of the convention and makes recommendations to resolve challenges to delegate credentials.

Nominations Committee: (County) Recommends delegates to fill and balance the district/state convention delegation. (State) In presidential years, recommends delegates to the National Convention.

Platform Committee: (County and District) Screens and forwards platform recommendations. (State) Writes and recommends to the convention a Party platform.

Rules Committee: (County, District, and State) Ensures the *Iowa Statute Election Code* and the *Republican Party of Iowa Constitution* are followed and proposes rules to govern the convention.

County Chair: Elected by the county central committee to preside over the County Central Committee (CCC). The county chair and CCC oversee the Republican Party in that county.

CCC or County Central Committee: A body composed of the county chair, co-chair, and all the precinct committee members of a county. The CCC oversees the County Republican Party's activities.

Cycle: Term generally refers to the period between one General election and the next (generally 2 years).

Convention Chair: Presiding officer of the convention.

District Executive Committee (DEC): A committee composed of the chairs and co-chairs of each county residing in a congressional district, plus additional members for every 50,000 residents in a county based on the most recent federal census. The four DEC's work to coordinate Republican activities in their district, serve as a conduit of information from the state party to the county parties, help to recruit candidates, and vote to fill state central committee vacancies from their district.

Down Ballot: Candidate positions on a ballot listed below the highest office running.

EV or Early Voting: Iowa allows voters to vote at selected voting locations prior to Election Day. Days and times are set by the County Auditor and take place no more than 40 days before Election Day. The term technically includes mail-in balloting (VBM=vote by mail) but is normally used to refer to early in-person voting at a County Auditor's office or satellite voting location. Votes cast in early voting are not counted until polls close on Election Day and are considered an absentee ballot.

Election Judge: A non-partisan administrative authority at a polling site selected by the County Auditor

FEC or Federal Elections Commission: The federal agency which governs all federal campaign finance laws and regulations.

General Election: The election in November of even-numbered years that determines who will hold federal, state, and county offices. This is a partisan election.

Glossary of Terms and Acronyms (continued)

GOP Data Center: RPI's online voter identification program that helps the user manage voter data and create lists based on various voter characteristics such as voting history, geography, and demographics. This system is regularly updated with the voter file from the Secretary of State.

GOTV or Get-Out-The-Vote: A program or program component to motivate and turn out voters.

Household List: A list of registered voters grouped by address; used for phone banking and door-knocking purposes.

IECDB or Iowa Ethics and Campaign Disclosures Board: The state agency which governs all Iowa campaign finance laws and rules.

IFRW or Iowa Federation of Republican Women: A statewide organization whose goal is to advocate for women in local, grassroots politics. The IFRW is an auxiliary of the Republican Party of Iowa.

Independent (voter): A voter who votes in general elections but not in party primaries. A person not associated with a major political party and is most likely registered as a No Party voter.

Iowa Election Code: The official election code of the state of Iowa. The Iowa Election Code outlines the rules for voter registration, campaigning, elections, precinct conventions, etc... The Iowa Election Code can be found at the Iowa Secretary of State website, sos.iowa.gov.

PAC or Political Action Committee: a private group, regardless of size, organized to elect or defeat government officials or to promote or defeat legislation. Legally, what constitutes a "PAC" for purposes of regulation is a matter of state and federal law.

Platform: A declaration of principles and policies adopted by a political party or candidate.

Poll Watcher: A poll watcher is someone who is appointed by a candidate or a political party to observe the Election Day procedures at a polling location.

Poll Worker: Poll Workers are the people who ensure the conduct of fair and accurate elections. They prepare the election site by setting up voting equipment, verify registrations, signing in voters, and providing voters with the appropriate ballot.

Precinct Committee Member: A party official directly elected by the caucus voters in a voter precinct. Serves on the County Central Committee, chairs the precinct caucus, and is responsible for coordinating all campaign activity in a precinct.

Primary Election: An election held in June of even-numbered years to determine which of a party's candidates will be the party's nominee in the November General election.

RNC or Republican National Committee: The governing body of the national Republican Party: www.gop.com

Robert's Rules of Order: A set of rules governing parliamentary procedure in all Party conventions, caucuses, and convention committees, except where contrary rules or procedures are specified by the *Republican Party of Iowa Constitution or Bylaws*.

RPI or Republican Party of Iowa: a.k.a. The State Party. The Republican Party organization at the state level.

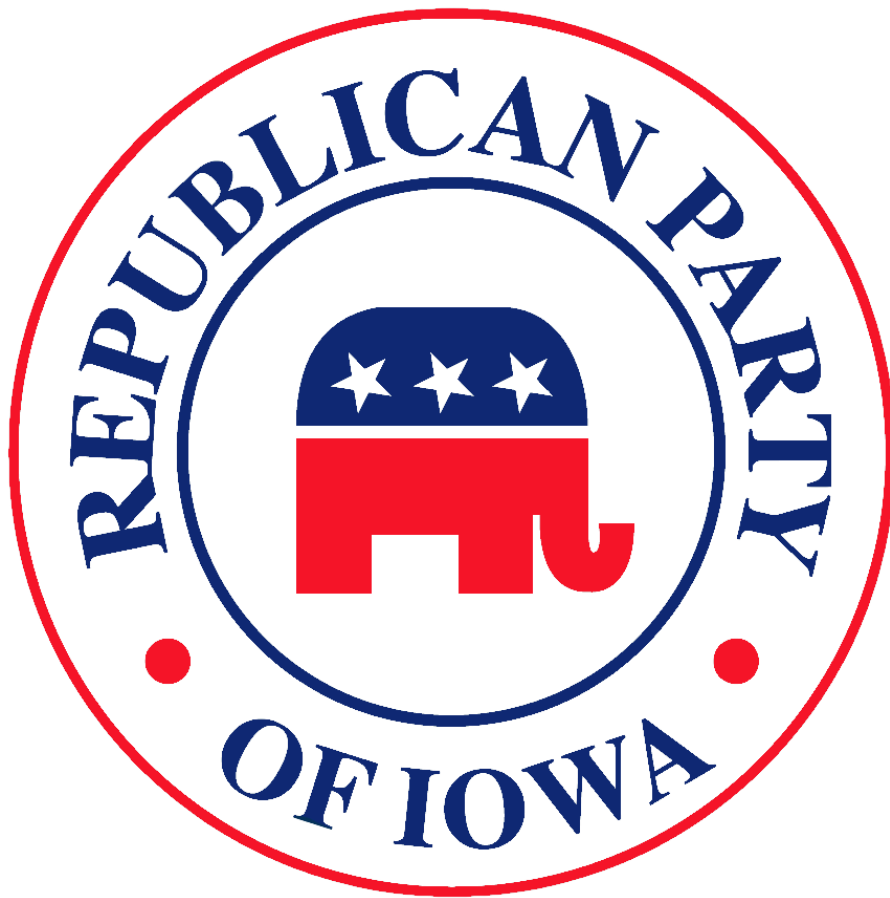
RSCC or Republican State Central Committee: The RSCC governs the state party between conventions. Body composed of the State Party Chair, Co-Chair, and RSCC members elected at the District Convention; National Committeeman and Committee-woman; and non-voting members of the auxiliaries of the Republican Party of Iowa.

Satellite Voting: Voting locations established by the County Auditor open no more than 40 days before the General Election where individuals can vote in person. Individuals or Parties can petition the County Auditor for a particular location. The ballot is considered an absentee ballot.

Swing Voters: Voters with an unpredictable history of voting for Republican candidates.

Targeting: The process of determining which demographic groups and precincts possess voters who are more likely to support a favored candidate or party.

Voter File: The list of registered voters used by the State of Iowa and County Auditors at polling locations. This list is purchased from the Secretary of State and used to update GOP Data Center.



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