

Timeline for Candidates in LWVCT-sponsored Debates: (Adopted March 9, 2010)

This timeline applies to U.S. Congressional district candidates' debates only.

Early Spring:

- LWVCTEF re-affirms debate criteria and designates a board liaison to each Congressional Debates (CD) and will send the document to all LLs.
- In March and April, inform all local leagues about the policies and procedures that will apply to all CD debates. LLs must agree that no invitation to debate or to become a co-sponsor will be extended prior to consulting and informing the LWVCTEF.
- Review list of moderators available for high-profile debates and send to LLs.
- LLs designate a contact person responsible for the debate organization and to sign an agreement to conform to the LWVCTEF policies. Follow up calls will be made to non-responding LLs.

After candidate endorsements (late May to early June)

Major parties hold conventions to endorse candidates (late July, early August)

- LWVCTEF sends list of approved moderators to LLs
- LLs confirm their interest in holding debates or in becoming a co-sponsor of a debate and inform the LWVCTEF of their target date, location, format, possible Moderator selected, media coverage plans, and plans for site security, etc.
- LLs prepare invitation letters to candidates. All letters
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This timeline applies to U.S. Senate and CT Constitutional (executive branch) candidates' debates only.

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 - (a) **MUST** make it clear that minor party and petitioning candidates **WILL** be invited as soon as their names are available and **if they**

qualify for the ballot,

- b. must include a copy of the "Candidate Profile" form, and
- c. must give the candidate 7 days to return the needed material for League vetting.

The LWVCTEF liaison and the LWVCTEF office should be kept informed of all debate arrangements via email. Because of legal constraints on debates, failure to comply with LWVCTEF standards will result in the loss of LWVCTEF sponsorship for the debate.

- In races with no primary, **invitation** letters may be sent as soon as the primary filing date is passed; if there is a primary election, save-the-date letters may be sent first, but the invitations to debate must be delayed until after the primary, or the invitation must be conditioned on the result of the primary election.
- If there are no primaries, vetting can start as soon as the primary filing deadline has passed.
- The vetting committee will meet not later than 14 days after the primary date and will report to candidates and LLs not later than the 15th day after the primary. In the event that additional candidates achieve ballot access, the committee will reconvene as needed.

On or about September 1

- All party candidates are determined and LLs mail out invitations to participate; LLs notify/copy LWVCTEF office on invitations. Minor party and petitioning candidates not previously invited will be invited **with vetting materials** at this time and given 7 days to respond.
- The vetting committee must consider the minor party and petitioning candidates' responses within 2 business days of the response deadline.

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- LWVCTEF mails out invitations to participate to all endorsed candidates. Minor party and petitioning candidates not previously invited will be invited at this time. All candidates will be given 7 days to respond.
- The vetting committee must consider the minor party and petitioning candidates' responses within 2 business days of the response deadline.

- LLs continue negotiations with all candidates, media, etc. LWVCTEF liaison participates in negotiations and LLs inform the LWVCTEF of developments. A calendar of debates and a list of invited candidates included will be kept in the LWVCTEF office.
- If no major party candidate agrees to participate in a debate, the LL may cancel the debate or withdraw its co-sponsorship.

Late September/October

- Debates are held.
- If debates cannot be held, the LWVCTEF office must be advised of reasons why.

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