

# *Caucus 2026*

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# PLAN

*Jan 24 Kickoff*



Recruit your core team  
and start the conversation.

# PREPARE

*Feb & Mar Training*



Attend training,  
organize your packet,  
and visit your venue.

# PERFORM

*March 17 Caucus*



Run a transparent meeting  
and report your results.

*Neighbors Representing Neighbors: Your Success Blueprint.*

# Key Dates and Welcome



**DCRP**  
**2026 Caucus Training**



# Save The Date

- ★ Lincoln Day Dinner  
February 21, 2026  
Meet Candidates 4:30 – 6:30 pm  
Dinner & Program 6:30 pm  
Davis Conference Center
- ★ Precinct Packet Stuffing Party  
February 28, 2026, 10 AM  
Farmington Jr. High  
150 W 200 S, Farmington, UT 84025

- ★ Caucus  
St. Patrick's Day  
March 17, 2026  
Meet Candidates 6-7 pm  
Credentialing 6 or 6:30 pm  
Meeting 7 pm



# Save The Date

★ County Convention Candidate Meet & Greet

April 17, 2026, *Time Pending*

Syracuse High School

665 S 2000 W, Syracuse, UT 84075

★ County Convention

April 18, 2026, *Time Pending*

Syracuse High School

665 S 2000 W, Syracuse, UT 84075

★ Utah GOP Convention

April 25, 2026, 9 AM

UCCU Center

800 W University Parkway

Orem, UT 84058

★ DCRP County Central  
Committee Meeting

May 2, 2026

*Time and Location TBD*



# Training Dates

★ Wed, February 4, 2026  
Syracuse Library, 6:30 PM  
1875 S 2000 W Syracuse, UT 84075

★ Thurs, February 12, 2026  
Syracuse Library, 6:30 PM  
1875 S 2000 W Syracuse, UT 84075

★ Tue, February 17, 2026  
Centerville Library, 6:30 PM  
45 S 400 W Centerville, UT 8401

★ Thurs, February 26, 2026  
Kaysville Library, 6:30 PM  
215 N Fairfield St Kaysville, UT 84037

★ Thurs, March 5, 2026  
Layton Library, 6:30 PM  
155 N Wasatch Dr Layton, UT 84041

★ Thurs, March 12, 2026  
Farmington Library, 6:30 PM  
133 S Main St Farmington, UT 84025



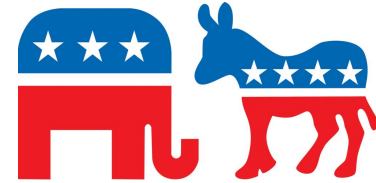
## Preserve Our Local Neighborhood Caucus System in Utah

[https://youtu.be/\\_NL\\_gv2M5Ec?si=Hnd46rO2lMSOmJyW](https://youtu.be/_NL_gv2M5Ec?si=Hnd46rO2lMSOmJyW)

“Video produced and paid for by the Iron County Republican Party to advocate for our great neighborhood caucus system in Utah. We also want to give a special thanks to the Davis County Republican Party for generously contributing, to help pay for and market this video”

## caucus

— kō - kəs

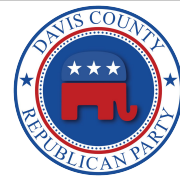


- An informal meeting of local party members to discuss candidates and choose delegates to the party's convention
- A group within a legislative body seeking to represent a specific interest or policy
- Two possible origins
  - From Algonquian *can'-can'-as'u* meaning 'adviser, counselor', attested in the Oxford English Dictionary of Etymology
  - The modern usage of caucus comes from the *Caucus Club of Boston*, an influential Colonial political organization around the time of the American Revolution, perhaps from Medieval Latin *caucus*, 'drinking vessel', from of Latin *caucum*, akin to Greek *kaukos*. \*Note: this is said to be 'folk-etymology', from attested in *Great Leaders and National Issues of 1896*

# *Preparations & Materials*



**DCRP**  
**2026 Caucus Training**



# Precinct Packets

- ❑ Caucus Agenda
- ❑ DCRP Platform
- ❑ Detailed Precinct Caucus Script
- ❑ UTGOP Caucus Rules
- ❑ Ballots
- ❑ Voting Instructions
- ❑ Voting Tally Sheets
- ❑ Precinct Leadership Roles & Responsibilities
- ❑ Delegate Roles & Responsibilities
- ❑ Delegate Pledge Forms
- ❑ Caucus Contact Report
- ❑ Donation QR Code
- ❑ State of Utah Voter Registration Form
- ❑ Cash Donation Envelope
- ❑ Ballot Envelope
- ❑ Wristbands
- ❑ Voter Rolls



★ You can find the completed precinct packet at [davisgov.org](https://davisgov.org) →  
Resources → Caucus → 2026 Precinct Packet

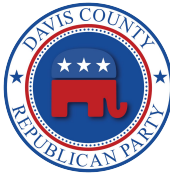


# *Before Caucus*

- ★ **Communication**
- ★ **Essential Materials**
- ★ **On-Site Setup**

# *Before Caucus - Communication*

- ★ Precinct Outreach- Voter List sent to Precinct Chairs and Vice Chairs in Jan-Feb.
- ★ Use Flyers for outreach.
  - [davisgop.org](https://davisgop.org) → Resources → Caucus → General Info
  - Click on Flyer 1 and Flyer 2.
- ★ Connect with your Leg Chair for details, questions, concerns, etc.
- ★ <https://precinctportal.org/> is a valuable resource to find out where the local caucus is being held.

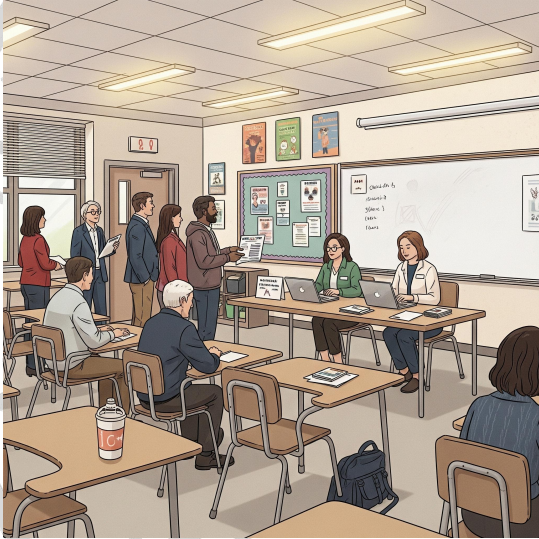


# *Before Caucus - Essential Materials*

- ★ Bring your precinct packet.
- ★ Bring an electronic device with a charger to look up voter registration info if needed.
- ★ If using RedCaucus to credential, please charge your phone ahead of time and bring a charger just in case.



# Before Caucus - On-Site Setup



- ★ Ask for the School Wifi from your Leg Chair.
- ★ Bring volunteers to help with credentialing to prevent bottlenecking.
- ★ Precinct Chair/Host should set up a "Check In" table.
- ★ Set up a place to conduct the meeting at the front of the room.
- ★ Take a "before" picture of the room.

# *Voter Registration & Affiliation*



# Registration - Optional

★ The Utah Republican Party is recommending caucus attendees to register for caucus night.

★ Caucus Registration is similar to RSVPing to an event.

**IMPORTANT:** Registering for caucus is **NOT** a substitute for Check-In or Credentialing.

★ Attendees can register from their computer at home, or on their mobile device at <https://reg.utgop.org/>

UTGOP - CAUCUS REGISTRATION - TEST

### Registration Summary

☰ Thanks for registering for Neighborhood Caucus Night!

- 1 An email with your rapid check-in QR Code and additional information has been emailed to you.
- 2 Below is a summary of your registration.
- 3
- 4

#### ☑ Voter Registration

FIRST NAME

LAST NAME

ADDRESS

CITY  
Davis County

COUNTY DISTRICT  
6LA09H-N-

PARTY DISTRICT  
LA-09

#### ☑ Contact Information

MOBILE PHONE

EMAIL

#### ☑ Caucus Meeting Information

DATE  
Tues, March 17

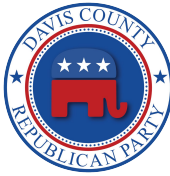
CHECK IN  
6:00 pm

START TIME  
7:00 pm

USNIC

ROOM

- 1
- 2
- 3
- 4



# Registration - Continued

- ★ Registering for Caucus is one method to verify voter registration at Check-In.
- ★ If someone chooses not to register, they need to pull up their voter registration info at <https://vote.utah.gov/> → Find My Voter Registration Info → Submit. Attendees must print or screenshot this page.
- ★ Before someone can be credentialed, you need to verify their voter registration and check their ID...because we believe in voter ID laws around here.

## MY VOTER REGISTRATION INFO

Name: [REDACTED]

Physical Address: [REDACTED]

Ballot Mailing Address: [REDACTED]

Voting Precinct: [6]A14 [H-N] → Precinct LA 14

County: 6 = Davis County

Voting District: [State House 14] [Legislative District LD 14]

Voter ID Number: [REDACTED]

Party Affiliation: [Republican]

Voter Status: [Active]



# Unaffiliated & Party Affiliation Registration

★ If the voter is registered with another political party they cannot change affiliation on Caucus Night.

★ If the voter is unaffiliated, they may affiliate as a Republican on Caucus Night.

**PLEASE NOTE: Independent is not same as Unaffiliated.**

★ At the Help Desk, have them fill out a Voter Registration Form and check the "Party Affiliation Change" box.

★ Use the Voter Registration Form and their Photo ID at Caucus Check-In.



## State of Utah Voter Registration Form

Reason(s) for completing form:  New Registration  Party Affiliation Change  Address Change  Name Change

Eligibility 1  Yes  No Are you a citizen of the United States?  
*If you answered "No", do not complete this form.*  
 Yes  No Will you be at least 18 years of age on or before election day?  
 Yes  No If you checked "no" to the above question, are you 16 or 17 years of age and preregistering to vote?  
*If you answered "No" to both of the prior two questions, do not complete this form.*

Name 2 Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Suffix \_\_\_\_\_  
Name at Birth (if different from above) \_\_\_\_\_

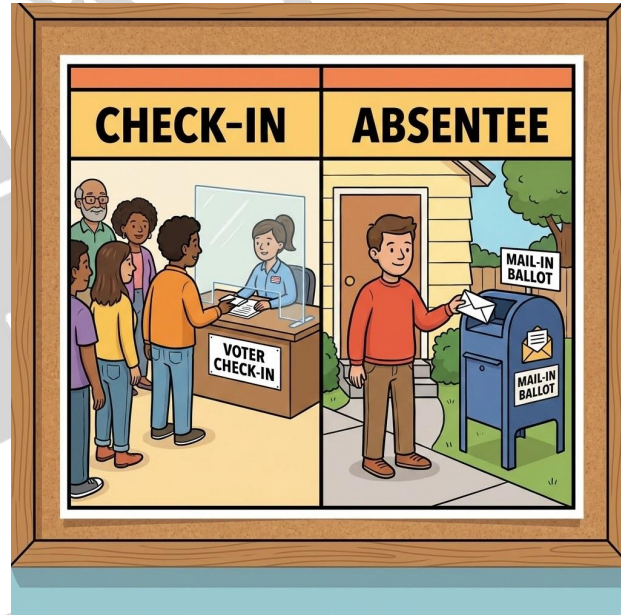
The address where you live 3 Residential Address (no P.O. Boxes) \_\_\_\_\_ Unit or Apt. Number \_\_\_\_\_ City or Town \_\_\_\_\_  
State \_\_\_\_\_ Zip Code \_\_\_\_\_ County in Utah \_\_\_\_\_

The address where you get your mail 4  Same as above  
Mailing Address or P.O. Box \_\_\_\_\_ Unit or Apt. Number \_\_\_\_\_  
City or Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Identification 5 Write your birth date below:  
MM DD YYYY  
 I have a valid Utah Driver's License or valid Utah ID card.  
Write that number here: \_\_\_\_\_  
 I do not have a valid Utah Driver's License or valid Utah ID card.  
Write the last four digits of your Social Security Number here: \_\_\_\_\_  
 I do not have a valid UT Driver's License, valid UT ID card, or a Social Security Number.



# Check-In & Absentee Process



# Check-In & Credentialing

Each voter will need to be checked in before entering the Caucus Meeting.

1. Ask for the (a) Registration Confirmation, (b) Voter Registration Picture from <https://vote.utah.gov/>, or (c) State of Utah Voter Registration Form.
2. Do not forget to ask for their Photo ID.
3. Make sure it matches the information on your voter list.
  - If they show you the State of Utah Voter Registration Form PLEASE put it in the Precinct Packet so it can be turned in at the end of the night.
4. Check the voter off on the paper voter list.
5. Put a wristband on their wrist and let them in the room.



# What Happens If...

## IMPORTANT:

If a voter does not show on the paper voter list we need a copy of their voter registration information from [vote.utah.gov](https://vote.utah.gov).

Take a picture of the voter registration info OR have them forward it to [dcrpcaucus@gmail.com](mailto:dcrpcaucus@gmail.com).

In the subject line add: Withheld/Private LD##-####

Example: Withheld/Private LD16-LA09

**Private:** Voters may choose to make their registration information private at the time of registration. When the voter elects to have their registration private, the personal information classified as private under Utah Code 63G-2-302(k) is not available to the public.

**Withheld:** Certain voters may be eligible to make their record withheld from anyone other than a government entity in their official capacity under Utah Code 63G-2-302(l) through (m) and 20A-2-104(7) through (8).



# Check-In & Credentialing (2nd Option)

- ★ Your Leg Chair will let you know which credentialing method you will be using.
- ★ You will not be able to download RedCaucus for use the night of caucus. It will need to be downloaded ahead of time.
- ★ Registered attendees will have a QR Code to scan.
- ★ Don't forget to ask for ID



[RedCaucus Training Video.mp4 - Google Drive](#)

# *Absentee Balloting*

- ★ An absentee voter is defined as a voter who seals their ballot in an envelope with a photocopy of their government issued ID, whether they bring their ballot themselves or it is brought on their behalf by someone else.
- ★ The name on the ID must match the voter registration.
- ★ The Precinct Host must be able to verify the voter registration status and affiliation to the Republican Party.
- ★ Same-day voter registration updates must occur in-person at the caucus. To vote absentee, they must be a registered Republican.



# *Absentee Balloting - Continued*

- ★ A caucus participant may bring a maximum of 3 ballots of neighbors residing in the same precinct and may bring any absentee ballots from household members residing at the same address.
- ★ In order to be considered valid for counting, an absentee ballot must meet the following conditions:
  - 1) Sealed in an envelope with a signature of the voter across the seal.
  - 2) Be accompanied by a photocopy of the absent participant's government issued-ID & their Caucus Registration confirmation OR their Voter Registration information from [vote.utah.gov](https://vote.utah.gov) stapled on the outside of the envelope.



# Caucus Rules & Agenda



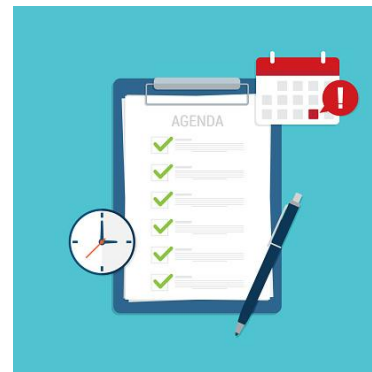
# Caucus Rules & Agenda

- ★ **Caucus rules are contained in the State Party's governing documents and cannot be suspended or changed at the caucus under any circumstances. The rules are designed to create a standardized procedure throughout the State and to ensure a fair and level playing field for all attendees.**
- ★ **The State Party sets the agenda. The individual precincts do not adopt or amend the agenda. If multiple precincts meet in the same location they may complete all required business in one body prior to the Nominations and Elections section of the agenda.**

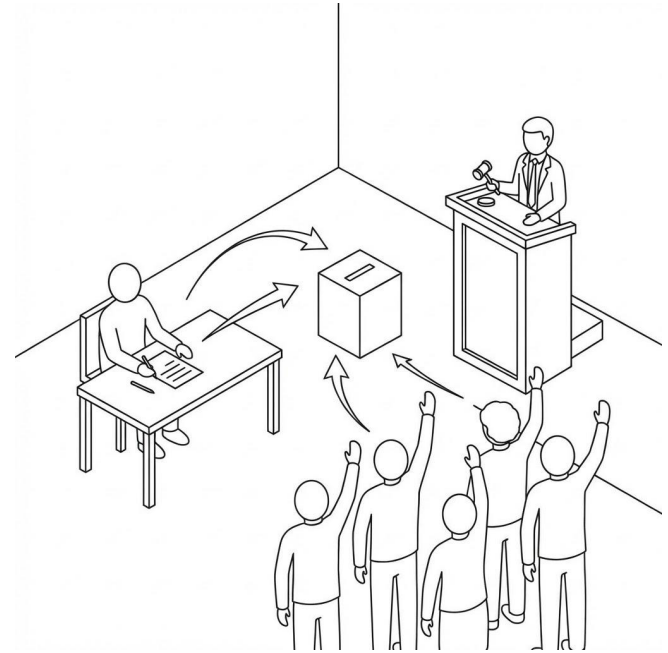


# Caucus Agenda

1. Welcome
2. Prayer
3. Pledge
4. Reading of the County Platform
5. Review of Rules, Procedures, Duties of Precinct and Delegate Positions
6. Nominations and Elections
7. Other Business as directed by State/County Parties  
(solicitation and collection of donations)
8. Select Election Judges
9. Adjournment of Meeting



# *Precinct Roles & Nominations*



# *Precinct Leadership*

## **Davis County Republican Party Bylaws**

### **4.5 Election of Precinct Officers.**

#### **4.5.1 In accordance with the DCRP Constitution:**

- (a) The Precinct Officers shall consist of a Precinct Chair, Precinct Vice Chair, Precinct Secretary, and Precinct Treasurer.**
- (b) Precinct Officers shall be elected by Precinct Caucuses in even-numbered years.**
- (c) The office of Precinct Treasurer may be combined with the office of Precinct Vice Chair or Precinct Secretary.**
- (d) Precinct Officers must reside within the Precinct where they are elected.**
- (e) The terms of Precinct Officers shall commence seven days after they are elected and end seven days following the Precinct Caucus held in the next even-numbered year.**



# *Precinct Leadership Roles & Responsibilities*

## **Davis County Republican Party Bylaws**

### **3.11 Duties of Precinct Officers.**

#### **3.11.1 Precinct Officers shall:**

- (a) conduct Precinct Caucuses as provided in Section 5. Precinct Caucuses.**
- (b) conduct the "Get Out the Vote" campaign in their Precinct, and**
- (c) work with the Legislative District Chair and Vice Chair to further the business and events of the DCRP.**

#### **3.11.2 Precinct Chairs report to their Legislative District Chair.**

#### **3.11.3 Precinct Chairs and Vice Chairs shall attend County Central Committee meetings and other assigned training unless excused.**

#### **3.12 Precinct Chairs shall assist their Legislative District Chair and the Party Secretary with the maintenance of precinct officer and delegate lists.**



# *Precinct Delegates*

## **Davis County Republican Party Bylaws**

### **4.6 Election of County Delegates.**

**4.6.1 In accordance with the DCRP Constitution, Precinct County Delegates and Alternate County Delegates shall be elected by Precinct Caucuses in even-numbered years.**

### **4.7 Election of State Delegates.**

**4.7.1 In accordance with the DCRP Constitution, Precinct State Delegates and Alternate State Delegates shall be nominated by Precinct Caucuses in even-numbered years.**



# *Precinct Delegates Roles & Responsibilities*

## 3.13 Duties of County and State Delegates in General.

3.13.1 Delegates are expected to keep their contact information current with their Precinct Chair.

3.13.2 In the event a delegate does not keep their information current, they may lose their delegate status.

3.13.3 Delegate status shall be considered lost if attempts to reach the delegate are documented by the Precinct or Legislative Chair and the delegate fails to respond within 10 business days of the last contact attempt.

3.13.4 Replacement of a delegate for failure to keep contact information current must be approved by the Precinct, Legislative and Party Chairs.

3.13.5 In accordance with the DCRP Constitution, any delegate who revokes their registered Republican status shall automatically be removed as a delegate.

## 3.14 Duties of County Delegates.

3.14.1 County Delegates shall attend DCRP Nominating, Organizing, and Replacement conventions.

## 3.15 Duties of State Delegates.

3.15.1 State Delegates shall attend State Party Nominating, Organizing and Replacement conventions



# *Nominations*

- ★ Only credentialed participants may vote, be nominated, or nominate. They must be a registered Republican and credentialed with a wristband.
- ★ Nominations for each office shall be taken from the floor.
- ★ An individual may nominate themselves.

## REMINDER:

A voter cannot change party affiliation on Caucus Night



# *Nominations Continued*

- ★ A nominee does not need to be in attendance.
- ★ The Precinct Host may close nominations for an office only when no further nominations are offered.
- ★ Candidate speeches for state delegate, county delegate and precinct leadership shall be limited to a total of three minutes per role, evenly divided among the candidates, or thirty seconds each, whichever is less, unless modified by a majority vote.



# *Voting, Closing & Reporting*



# *Voting - Precinct Elections*

- ★ Elections can be declared by acclamation if only one nominee is submitted for any given office.
- ★ Voting will be by secret ballot for contested races.
- ★ Ballots will be made available only to credentialed participants.
- ★ If three or more candidates are nominated for the same precinct office or the same delegate position, the caucus may use Multiple Ballots or Preference Voting to choose precinct officers and delegates.
- ★ All elections shall be determined by a majority vote (>51%).
- ★ Alternates should be elected for both county and state delegate roles.
- ★ The Precinct Chair/Host shall announce the vote counts.



# *Voting - Precinct Elections*

Two recommended methods:

Multiple Round or Ranked Choice Voting

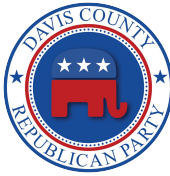


# *Voting - Precinct Elections*

## *Multiple Round*

1. Count the votes for each candidate and record them on the result sheet.
  2. If no one reaches 51% or more of the vote, eliminate the last place candidate and repeat the process.
  3. If conducting another round, issue a new ballot.
- Additional speeches in each round are optional.

**NOTE:** Each role being filled will need its own tally sheet and a new round of voting.



# *Voting - Precinct Elections*

## *Ranked Choice Voting*

1. Tally first-choice candidate ballots and record them.
2. Calculate the percentage.
3. If no candidate has 51% or more of the vote, eliminate the last-place candidate and redistribute their votes using the second choice.
4. Repeat until one candidate has 51% or more of the vote.



# *Ballot Counting*

- ★ The Precinct Host or their designee shall open all absentee ballots at the beginning of the precinct meeting or when the ballot is received, whichever is later, and sort them appropriately into their respective elections to ensure they are counted.
- ★ Ballots shall be counted in the same room as the caucus meeting in the presence of attendees.
- ★ Candidates for Delegate positions and Precinct Leadership cannot count ballots.



# Adjourn Meeting

- Please provide the new Precinct Leadership and Delegates with a copy of their Roles & Responsibilities.
- Don't forget to put the room back the way you found it.
  - P.S. Now is the time to pull out that “Before” picture of the room.
- Turn your packet in to your Leg Chair and help remove any leftover signage around the school before leaving.
  - Will provide a checklist of what needs to be turned into your Leg Chair at the end of the night.



# *Precinct Packet Checklist*

- Caucus Contact Report
- Donations in Cash Donation Envelope
- State of Utah Voter Registration Form
- Voter Rolls
- Voting Tally Sheets
- County Delegate Pledge Forms
- State Delegate Pledge Forms
- Ballots in Ballot Envelope
- Wristbands



# *Reporting Results - 3 Steps*

**1 Paper Form**

**2 Email Picture**

**3 Check-Out with your Leg Chair**



# *Reporting Results - Step 1 Paper Form*

**1 Paper form completed with all info readable**

- **Name**
- **Phone**
- **Email**
- **Role**

**All Carefully hand written. Pristine.**



# *Reporting Results - Step 2 Digital Pic*

2 Email Picture to [dcrpcaucus@gmail.com](mailto:dcrpcaucus@gmail.com)

- right light and angle
- no shadows
- tightly framed
- clean and crisp.

➤ **Subject Line: LD##-PC##**  
**Example: LD16-LA09**

# *Reporting Results - Step 3 Check Out*

## **3 Check Out with your Leg Chair**

- **Turn your precinct packet in with the required documents.**
  - **Count the cash donations with Leg Chair**
    - Seal the envelope.
    - Sign your name across the seal.
  - **Verify the Leg Chair received the digital Caucus Contact Report.**
- **Volunteer to help others.**

# *Reporting Results All Done!*



**Time to follow up with delegates and leaders on important next steps! Attending Conventions!**

DAVIS  
COUNTY  
REPUBLICAN PARTY



*The*

*End*