

To: COFO Staff and Community Leaders
Re: Convention Challenge

- 1) Set up staff workshops to make sure that the staff is fully familiar with the political structure of the state. The staff should try to be in a position where they can answer almost all questions asked of them about the political structure. Certainly they should be in a position where they know where to go to find the answer to any questions they cannot answer. The Jackson office can provide either written, oral, or personal assistance in informing staff. The COFO Convention in Jackson April 26 will be devoted to holding workshops on the political structure. Staff help is needed in the meeting; therefore staff should be orientated before the convention.
- 2) Set up community workshops to explain the political program to the community. At every mass meeting there should be a portion of the program devoted to politics. Several meetings should be in the form of workshops, working with the people in great detail to explain as much as possible about the political program. The Jackson office can provide help setting up these workshops.
- 3) Find out the precinct boundaries in your county by consulting old newspapers, talking with registered voters, and using any other techniques you can think of. Start immediately to talk in terms of supervisor's districts (beats) as a fundamental political subdivision of the county. This information is needed before the COFO convention; if you find it out, please phone it in to Jackson immediately.
- 4) Find meeting halls in the different precincts which can be used for precinct meetings. Get one large hall to use as the place for the county convention.

5) Try to gather enough registered voters in a precinct (say 15 or 20) to make a meaningful challenge to the regular Democratic precinct convention. A workshop should be held with these people to go over the fundamentals of parliamentary procedure and to discuss a proposed slate of delegates to be nominated at the precinct convention. The various alternatives depending on the reactions of the other people attending the convention should be fully discussed. The Jackson office will supply assistance in this phase of the program, if it is needed.