

Conservative Party of Canada

Policy Review and Development Process

(Rules, Procedures, and Guidelines)

2021-2023

December 17th, 2022



1.0 Overview

One of the most important elements of the National Convention of the Conservative Party of Canada is the discussion and amendment of the Party's Policy Declaration. These policy amendments are accomplished through a structured, multi-phased process.

The Policy Review and Development Process (Rules, Procedures and Guidelines) document will guide you through this multi-phase review process. Your National Policy Committee representative is also a great resource and can train your EDA Policy Chair, policy committee members and other interested members on the policy review process.

This document details:

- The policy development operating structure.
- How members of the Conservative Party of Canada participate in the policy review process; and
- How the CPCs Policy Declaration is revised.

2.0 National Policy Committee

Section 13 of the Constitution of the Conservative Party of Canada mandates the creation of a National Policy Committee to facilitate the policy process and to ensure that the process is accountable to the party membership.

Per the *Conservative Party of Canada Constitution*, the responsibilities of the National Policy Committee (NPC) shall be to:

- Facilitate the promotion and maintenance of an ongoing policy process of the Party, and ensuring that the policy process is at all times accountable to the members
- Facilitate and support policy discussion within the Party
- Identify policy areas needing study
- Serve as a means of communication between members on policy issues
- After each national convention at which delegates approve amendments to the Policy Declaration, ensure that a consolidated version of the Policy Declaration is prepared in both official languages for approval by National Council, incorporating all the amendments made at the national convention, and following legislative practice in preparing such a consolidation by correcting any numerical, typographical, grammatical, syntax or translation errors that may otherwise exist in the text.

The members of the current NPC were elected by the Presidents of CPC Electoral District Associations in their respective provinces and regions. Your representative(s) on the NPC is a facilitator and your link to information regarding the policy development and review process. The membership roster of the National Policy Committee (NPC) is as follows:

National Council	Chair	Shir Barzilay	shirbarzilay@conservative.ca
National Council	Vice-Chair	Ron MacMillan	ronmacmillan@conservative.ca
National Council	Member	Danny Macdonald	dannymacdonald@conservative.ca
Resource Officer	Ex-Officio	Wayne Benson	waynebenson@conservative.ca

Elected National Policy Committee 2021-2023

REGION	NPC Member(s)	EMAIL
The Territories	Vacant	
British Columbia	Rachel Enns	racheljoyenns@yahoo.ca
British Columbia	Jim Pigott	jimphammond@gmail.com
Alberta	David Jackson	Rcaf.jackson@gmail.com
Alberta	Josh Senneker	j.senneker@gmail.com
Saskatchewan	Levi Derksen	l.derksen@sasktel.net
Manitoba	Andrew McKee	Awrm315@mymts.net
Ontario	Susan Lahey	Susanlahey68@gmail.com
Ontario	William Lundy	William.lundy@hotmail.com
Ontario	Daphne Tot	guelphcpcedacomm@gmail.com
Ontario	Joanne Norlund-Carroll	joannenorlundcarroll@yahoo.ca
Quebec	Gabriel Theriault	g.theriault2@gmail.com
Quebec	Vacant	
Quebec	Anne DeBlois	Deblois.anne@videotron.ca
New Brunswick	Jason Stephen	jstephen@royalpage.ca
Nova Scotia	Gary Malone	Lahave01@mac.com
Prince Edward Island	Judy Shaw	judyshawpei@gmail.com
Newfoundland & Labrador	Ches Crosbie	chescrosbie@chescrosbie.ca

Members of the National Policy Committee are tasked with the following:

- Attend teleconferences and meetings of the National Policy Committee, and
- Contribute to the development of processes, tools and communications relating to the Party's policy development process, and
- Ensure NPC issued communications are distributed to, and received by EDAs within their jurisdiction, and
- Facilitating policy discussion meetings within their jurisdictions, and
- Act as a resource to EDAs in their jurisdiction as it relates to policy development and assist EDAs in developing quality policy submissions, and
- Assist in collating policy submissions and preparing policy content for National Conventions

3.0 Policy Review and Development Process

3.1 Phased Approach

The NPC is mandated to work towards making the policy development process participative and consultative. The goals of this process are to:

- Enable grassroots member participation
- Facilitate an open, transparent, and consultative review process
- Develop good quality policy submissions

In order to accomplish these goals, the following phases of the EDA policy review and development process have been proposed by the NPC:

Phase 1: EDAs Receive 2021 Policy Declaration (Following previous Convention)

Phase 2: EDAs Receive Information about the Policy Development Process (January 2023)

Phase 3: EDAs Select Policy Chairs and Develop Local Policy Committees (Anytime)

Phase 4: EDA Policy Development, Submission and Co-sponsorship (February 2, 2023 – June 15, 2023)

Phase 5: Posting of Submissions to Ideas Lab (February 2, 2023 – June 15, 2023)

Phase 6: Selection (Voting) of Resolutions for Discussion at Convention (June 22 – August 7, 2023)

Phase 7: Translation (Ongoing throughout All Phases with Final Translation in August 2023)

Phase 8: Final Convention Preparation – Package to Delegates (August 24, 2023)

Phase 9: Convention (Quebec City, Quebec September 7 – 9, 2023)

Details regarding these phases are outlined in the following sections and a National Policy Committee “Timeline” has been included.

3.2 Workflow Details – Development Phases

Phase 1 - EDAs Receive 2021 Policy Declaration

The updated version of the 2021 Policy Declaration, as passed at the March 19th, 2021, National Party Convention can be found at www.conservative.ca (‘governing documents’ section)

Phase 2: EDAs Receive Information about the Policy Development Process

Please use this document as a guide to participate in the policy development process. Your NPC representative is also available to train your EDA Policy Chair, volunteers, and interested members on the process, as well as provide any necessary additional information.

Phase 3: EDAs Select Policy Chairs and Develop Policy Committees

The CPC encourages EDA Boards to form a local Policy committee to carry out the various phases of the policy review process as directed by the National Policy Committee. This is a good opportunity to engage new members.

The EDA Policy Committee should comprise members of its Board as well as other interested members. The Board of Directors should (s)elect a Policy Chair whose role is to direct the committee as well as liaise between the Committee and the Board and the Committee and the EDA's NPC representative.

EDAs that have not yet established their Policy Committees should do so immediately. Please email the contact information for your EDA's Policy Chair and President to your NPC rep(s) as soon as possible. All EDAs are encouraged to plan now for consultation with their NPC rep(s) regarding each stage of the policy review process." Please contact your NPC rep if you need help with forming your local Policy Committee. The NPC is encouraging all EDAs to plan now for consultation with its members during each stage of the process leading up to Convention.

Phase 4: Policy Development and Submission (CPC Member Engagement)

This phase is best handled by the EDA Policy Committee. The Committee members are encouraged to request policy resolution ideas from their members-at-large, and their EDA Board in addition to developing their own ideas. The Committee can also host policy development forums at the EDA or regional level or attend local EDA or regional events hosted by other EDAs.

The NPC believes that such local and regional engagement in the policy development process produces excitement and enthusiasm from grass root members which then produces resolutions that are:

- of the highest quality
- have greater weight and merit because a broader base supports it
- not duplicates of similar submissions

Assessment of the Existing Policy Declaration

The first stage of policy development should begin with a review of the existing policy declaration. EDAs should encourage interested members to review the declaration for the following:

1. Pitch and Scope: Is the statement too abstract or too specific? Is this a value statement, a policy statement, or an implementation statement? Is it too broad or too narrow?
2. Form of Expression: Can more than one policy statement be shaped, without loss, into a simpler and more uniform statement? Simpler is usually better. Is there needless overlap? Are the statements distinct?
3. Scarcity: Are there too few statements on a policy area or theme?
4. Ambiguity of Expression: Is a policy statement clear? If not, can it be repaired without damaging the sense?
5. Bilingual equivalency: Translation is an art. Is there equivalency in English and French?
6. Validity: Is the policy statement still valid? Has it already been accomplished?

Development of Resolutions

After an EDA's Policy Committee has assessed existing policies, it should develop policy proposals that deal with identified shortcomings in the Policy Declaration document. These resolutions may be:

- New policy statements (NEW)
- Amendments (MODIFICATION) to existing policy statements (i.e. new resolutions or edits which change the scope or intent of the original policy statement)
- Recommended deletions of existing policy statements (DELETIONS)

Please Note: Minor editorial changes to existing policy statements (i.e. grammatical changes that do not change the intent or scope of the original policy statement), will be dealt with by National Council as per Section 4.5 of the Rules for Constitution and Policy Discussions – Convention; “Submissions which are deemed to be strictly grammatical will be considered by National Council and will not be presented in the policy break-out sessions”.

All Final Submissions of resolutions must be submitted (posted) to the “Ideas Lab” Web Site in the approved format and should be carefully crafted and debated by each Policy Committee and must be approved at an EDA Board Meeting. The following criteria should be addressed:

Consider the following questions as you develop your policy proposal(s):

1. Identify the resources needed to implement the policy (i.e. does the benefit of the policy justify the resources it needs)
2. Does the new resolution or proposed amendment to an existing policy contain a goal which:
 - Is within the scope of the Party’s founding principles
 - Is meaningful and realistic
 - Could lead to measurable outcomes
 - Is relevant and fact-based
 - Is under the Federal Government’s jurisdiction
 - Is a policy statement and not a process or implementation plan
 - Is concise and to the point (i.e. max 50 new words)
3. Does the policy contain more than 1 main theme? Many policies from previous cycles were rejected or voted against because they contained more than 1 main theme.
4. Do not add preambles or ‘whereas’ statements to the policy resolution itself. Such statements can be used in the Rationale section for the policy resolution in the Ideas Lab.

Policy Resolution Translation and Submission

Any policy and/or constitutional resolution(s) that an EDA wants to submit to the Ideas Lab must first be approved by the EDA’s Board. Similarly, the Board must also approve their co-sponsoring for each resolution they choose to co-sponsor.

Policy resolutions must be translated either from French into English or English into French depending on the language used to compose the resolution. The NPC recommends that EDAs use “DeepL” (<https://www.deepl.com/>) for their translations as this app is free and very accurate.

The policy resolutions must be posted to the web-based Ideas Lab. One person per EDA has “write access” to the Ideas Lab and is responsible for submitting the EDA’s resolution(s) to the Lab by the **Submission Deadline of June 15, 2023**. The Policy Chair, a member of the Policy Committee or alternate must submit the resolution(s) to the EDA’s board, and receive Board approval prior to being posted to the Ideas Lab.

The write access to the Ideas Lab is given automatically to an EDA's President. The president is authorized to delegate his or her access to the Ideas Lab to a CPC party member of the EDA who is in good standing. It is appropriate that EDA Presidents consider their Policy Committee Chair when choosing a designate for their write access to Ideas Lab. The EDA President's choice of designate must be approved by the EDA Board.

To be submitted to the Ideas Lab, a policy resolution must:

- Contain a maximum of 50 new words (maximum 65 words for French language)
- Be in the approved format (see Appendix F – Policy Submission Format)
- Contain a Rationale for any modifications or creation of a new resolution (maximum of 100 words in English or 130 words in French – of which any reference to a “hyperlink” in the Rationale will be considered 1 word).
- Contain a translation
- Prior to the voting phase, have 3 additional co-sponsors, at least 1 of which is from outside the province (or Territory) of the resolution's original proposer.

Phase 5: Collation and Oversight of Submissions

The NPC will form an Oversight Committee which will collate and sort the submitted policy/constitutional resolutions according to the existing Policy Declaration. The Oversight Committee will also:

1. Encourage EDAs who have submitted similar resolutions to work together and resubmit a revised, joint resolution. Such collaboration can make 2 weaker proposals into 1 stronger one which has a better chance of succeeding. The NPC hopes the Ideas Lab will help reduce or eliminate duplicate resolutions.
2. The Oversight Committee will return incomplete or invalid submissions to the originators and help them rectify the problems.
3. Move submissions that were posted in the incorrect section to the correct section
4. Submissions that duplicate existing policies will be returned to the originator to be reworded or withdrawn
5. Review submissions for style, grammar, and coherence.
6. Determine the validity of any submission and adherence to rules.
7. Refer submissions that are deemed 'constitutional' to the National Constitution Committee.
8. Confirm that all submissions have met the requirement to have EDA Board approval.

No changes whatsoever will be made by the NPC, and no submission will be combined with any other submission without consultation with sponsoring EDAs and the Oversight Sub-Committee.

Phase 6: Selection of Resolutions for Discussion at Convention Workshops

A “Two Phase” Selection Process has been developed and approved by the NPC.

Phase 1 – Regional Allocation of Resolutions

Phase 1 is a Regional based evaluation to advance 18 Submissions to Convention Workshop. Regional Votes on Ideas Lab will be the default mechanism to determine regional advancements unless regional National Councillors and Representatives of National Policy Committee consult, agree, and obtain approval for (a) sanctioned Regional Meeting(s) to determine regional advancements. Your NPC Representative will be able to advise which mechanism is used in each region.

Phase 2 – Voting in Ideas Lab

Phase 2 is an Ideas Lab voting process whereby grassroots members, through their EDAs Vote to determine an additional 42 Submissions to advance to Convention Workshop. With the 18 Regional allocations, a total of 60 submissions will advance to convention. Of these, the National Policy Committee has recommended that 30 submissions will be advanced from workshop to plenary. All votes cast on the “Ideas Lab” must have been passed at a meeting of the EDA Board and supporting documentation (minutes) provided by each EDA to NPC via the Ideas Lab or its Regional NPC Member or Members by the posted deadline.

The top resolutions will be debated in the three breakout rooms at Convention. The NPC recommends that the top 10 resolutions from each workshop advance to the Plenary Session for the final vote.

Once votes have been cast in Ideas Lab they are locked. No vote changes are permitted. Vote results will be released after voting period has closed. The Oversight Committee is tasked with independently scrutineering the voting process and will cross reference votes cast to approved Board Minutes provided.

Phase 7: Translation

Final Convention policy resolutions are translated into both official languages in preparation for distribution to convention delegates. Throughout the entire process, wherever and whenever feasible and possible, submissions will also be translated. It is recommended that initial submissions be translated as part of the development process, and must be translated when posting to Ideas Lab. This can be done using any one of the available online translation tools available (such as DeepL).

Phase 8: Final Convention Preparation

The final set of floor resolutions will be sent to delegates for review in the weeks before Convention. EDAs are encouraged to review these with their delegates prior to Convention.

Phase 9: Convention

The discussion and voting on policy submissions will be conducted in accordance with *Section 13.6* of the *Constitution of the Conservative Party of Canada*.

The following Appendix documents have been included (attached) for information.

- I. Declaration: Code of Conduct for Members of the National Policy Committee
- II. National Policy Committee Guidelines
- III. National Policy Committee Communications Protocol
- IV. National Policy Committee Dispute Resolution
- V. National Policy Committee Timeline
- VI. Policy Submission Format
- VII. National Policy Committee “8 Point Process Outline”

Appendix I

Form of Declaration

**National Council of the Conservative Party of Canada
Code of Conduct
Certificate of Understanding and Compliance**

As a Councillor of the National Council or a non council member of a National Council Committee Member:

- I certify that I have read and understand the attached Code of Conduct for Councillors;
- I certify that I have made all disclosures required under the Code as at the date of this certificate; and,
- I agree to conduct myself in accordance with this Code.

Name (Print) Name (Signature)

Date Signed

Date filed with the Secretary of the National Council: _____

Appendix II

National Policy Committee Guidelines

November 30th, 2022

The National Policy Committee is a committee of National Council. It is made up of 18 elected members representing the provinces and territories, alongside members of National Council. (Refer to Section 13 of the Conservative Party Constitution) EDA Presidents elect members of the National Policy Committee. The Chair of the National Policy Committee is appointed by National Council.

Members of the National Policy Committee play a vital role in the Conservative Party. They facilitate and coordinate the formulation, refinement and selection of policy resolutions put forward by the grassroots of the Party. Members of the National Policy Committee are accountable to Party members for ensuring that all policy ideas and resolutions are given a fair hearing.

While most members of the National Policy Committee have volunteered their services because they are interested in particular policy issues, they must be absolutely neutral in their roles on the Committee. They cannot advocate for any particular policy resolutions and they must be strictly impartial in identifying policy areas needing study and must reflect the wishes of their constituents. This is not always easy to do.

The Ideas Lab has been used for three Convention Cycles. The Ideas Lab is a password protected website where the grassroots, through their EDA President (or designate) can submit resolutions for discussion and consideration. The process is transparent and open, and all members have read-only access. EDA Presidents (or designates) have read, write and vote capability on the website.

All Party Members can see the proposals, and following the close of voting, the degree of support for proposals on the Ideas Lab. The process is designed to remove personal discretion and agendas from the determination of which resolutions advance to convention. Voting by EDA Presidents (or designates) on Ideas Lab, after consultation with their EDA Members, will be influential in determining the slate of resolutions advancing to convention.

Members of the National Policy Committee are expected to be in regular contact with Party members in their province or territory. They should be active and respected for their fairness and willingness to devote their time to the Party. National Policy Committee Members are expected to participate in regularly scheduled teleconference calls and may be asked to participate in 'face to face' meetings as circumstances warrant and as budget allows.

Appendix III

Communications Protocol for National Policy Committee 2022/2023

The Code of Conduct for National Council – also applies to Committees of National Council and non-Council members of such committees – sets out how Councillors and Council Committee members are to treat information discussed at National Council. The National Policy Committee will adhere to the code of conduct, and the communications protocol.

The purpose of this document is to simplify and clearly communicate the communication protocol for the National Policy Committee (NPC).

- ✓ NPC should not speak with media, unless receiving clearance by the party (committee chair).
- ✓ It is best practice to direct media requests to CPC Director of Communications, who will respond, or who may provide an approved comment.
- ✓ Any public facing communication, including email blasts (not direct emails to an individual, for example: EDA Presidents) and social media posts related to committee business must be approved by the Chair.
- ✓ Approval must be received within 48hrs of receipt, otherwise, it is deemed approved.
- ✓ It is best practice to also share posts in advance with other NPC members for your region.
- ✓ The Chair will send quarterly updates to all EDA presidents.
- ✓ Once rules are published, communication on process will be shared with CPC membership.
- ✓ Committee may advise on mass communications that they see fit to share.

Appendix IV

DISPUTE RESOLUTION – Policy Development Process

Disputes that may arise from time to time during the Policy Development Process should be submitted in writing to the Chair of National Policy Committee.

A decision of the Chair of National Policy Committee following consultation with the National Council members of National Policy Committee concerning any dispute related to the Policy Development Process is final and binding and shall not be subject to further review.

The National Policy Committee may refer to the National Council, any unresolved dispute of a decision of the National Policy Committee Leadership. National Council shall appoint one or more members to investigate the merits of the dispute, which member(s) shall be authorized to intervene to attempt to resolve the dispute.

Appendix V

National Policy Committee (NPC) Timelines

Adopted November 19, 2022

February 2, 2023:	Ideas Lab Opens for: Submissions & Co-Sponsorships
May 29, 2023:	EDA Registration (account holders) for Ideas Lab closes. Late registrations available through Oversight Committee.
June 15, 2023:	Deadline for Policy submissions and co-sponsorship (11:59 PM ET). Voluntary withdrawal / merge deadline (Policy Resolutions) Please Note: <u>Constitution submission deadline is April 30, 2023.</u>
June 22 – August 7, 2023:	Ideas Lab open for voting on Policy Resolutions. EDAs to meet and ratify votes on Policy Resolutions Please Note: <u>Constitution voting closes June 30, 2023.</u>
August 7, 2023:	Deadline to submit EDA Board Minutes (Vote - Policy Resolutions)
August 7 - 24, 2023:	Formatting/Translation of convention package (Policy Resolutions)
August 9, 2023:	Vote Results available (Policy Resolutions)
August 24, 2023:	Convention Package available for Delegates (Policy Resolutions)
September 7-9, 2023:	Convention – Quebec City

Appendix VI

Policy Submission Format

November 30th, 2022

This Format is to be used for New Policy Statements (NEW), Amendments to an Existing Policy Statement (MODIFICATION), or the Deletion of an Existing Policy Statement (DELETION))

The following is an actual **example** from the Conservative Convention held in Calgary Alberta October 31st, 2013, through November 2nd, 2013.

Ideas Lab is structured to provide accurate EDA information, Policy Declaration Sections and Titles, and Type of Submission.

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EDA – Edmonton - Leduc

Section O – 102 – Multiculturalism (MODIFICATION)

~~102. Multiculturalism~~

102. Diversity

The Conservative Party recognizes the rich, diverse make-up of the Canadian population and the contribution of these communities to our history and the Canadian way of life. ~~The government should ensure that each community is able to enhance and contribute to Canada without discrimination and barriers.~~ Canadians embrace a diverse society which promotes core Canadian values such as: equality of gender; equality of all citizens; freedom of religion, speech and media; rule of law; strong personal work ethic and personal responsibility; centrality of family; tolerance; and individual liberty.

.....

A complete and acceptable submission will include many of the following elements.

- ✓ EDA – this represents the sponsoring EDA or EDAs. In the example above the sponsoring EDA was Edmonton – Leduc. This is a required section.
- ✓ Section Alpha / Numeric / Section Moniker – are as per the existing Policy Declaration. In the example above it was Section O – 102 – Multiculturalism. This is a required section.
- ✓ The type of resolution should be indicated in CAPITALS. In this example it was a (MODIFICATION). This is a required section.
- ✓ Existing text to remain as written in the Policy Declaration. From the example above: The Conservative Party recognizes the rich Unless this is a DELETION, there will be some parts of the resolution in this format.
- ✓ Existing text to be deleted must be crossed out using ~~striketrough~~. From the example above: ~~The government should ensure that each community is able to enhance and contribute to Canada without~~ This feature will be used only where words are being removed.
- ✓ New text to be added to the Policy Declaration should be underlined. From the example above: Canadians embrace a diverse society which promotes core Canadian values such as:..... This feature will be used only where new words are added.

Additional Examples:

NEW: The Conservative Party of Canada believes that Debt Repayment must be fixed at an annual rate of 4% of all taxes received. Additionally, 50% of any surplus in a given year must be allocated to debt repayment. Liberal Party Members should be required to pay a pre-determined amount of their individual annual income each year towards the debt they amassed.

DELETION: ~~The Conservative Party believes the government should continue to pay down the national debt, thus reducing the interest payment which is the single largest federal budgetary commitment. We support the introduction of a debt repayment plan with the main part of budget surplus being allocated to debt repayment, in order to achieve a declining debt to GDP ratio.~~

MODIFICATION: ~~The Conservative Party believes the government should continue to pay down the national debt, thus reducing the interest payment which is the single largest federal budgetary commitment. We support the introduction of a debt repayment plan with the main part of budget surplus being allocated to debt repayment, in order to achieve a declining debt to GDP ratio.~~

Appendix VII

National Policy Committee - “8 Point Process Outline” November 30, 2022

Ideas Lab is the HUB – www.ideas-lab.ca - The Place to be:

- Discuss Possible Policy Resolutions
- Exchange Emails and Ideas with Others
- Find All Important NPC Documents
- Submit Your EDA’s Final Resolutions
- Vote for Submissions to go to Convention

Engaging our Grassroots

- No Special Privileges for Anyone – All Conservative Members treated equally
- EDAs are the Main Point of Contact for ALL CPC Members
- Ideas Lab Open to ALL CPC Members - “READ ONLY”
- A Wide Variety of Meeting and Forum Options will be made available for Members to discuss Policy and Develop Policy Submissions – At Local and Regional Levels
- NPC Representatives (Facilitators) are available to assist EDAs and Members
- Grassroots – at Regional Meetings in those Regions which elected to participate in the regional allocation process, or through their EDA Presidents (or Designated Alternate) WILL decide which submissions go forward to Convention in 2023

A Role for Caucus, EDAs and EDA Presidents

- Caucus Members should be a Resource for EDAs and at Regional Policy Meetings.
- EDAs are the Main Point of Contact for Our Grassroots Members in this Process.
- The EDA President (Or Designated Alternate) in all 338 Conservative EDAs will have “WRITE” / “VOTE” Access on the Ideas lab.
- Accountability – proposals, co-sponsorship, and votes on Ideas Lab must be approved at an EDA Board Meeting and supported by Board Minutes.

Critical Dates

- Ideas Lab Open to Receive Final Submissions: February 2, 2023
- Last Date to Receive Final Submissions and Co-sponsors: June 15th, 2023
- Voting on Final Submissions: June 22 – August 7, 2023

Formatting and Language – Restrictions and Rules

- Final Submissions must be received in the Generally Accepted and Proper Format.
- Submissions must contain no more than **50 New** Words (65 in French)
- All submissions to Ideas Lab must be translated (both official languages). Unofficial online translation tools such as “DeepL” can be used.

- 100 Words (130 in French) of Rationale may be submitted in addition to the 50 New Word maximum
- EDAs may submit or co-sponsor a cumulative total of 5 NEW, DELETION, or MODIFICATION Resolutions
- The Oversight Sub-Committee of the National Policy Committee will work with EDAs to correct deficiencies in submissions (prior to posting to Ideas Lab where possible)

Evaluation – A Vote Matrix That Works (All Grassroots)

- 18 Top Ranked Submissions from each Region or from sanctioned Regional Meetings will Advance to Convention - at a rate of One Submission per NPC Representative
- PLUS - Voting by EDAs (Fair and Balanced) on Ideas lab
 - Each EDA allowed 20 Affirmative Votes (which cannot be changed)
 - Top 42 Submissions as voted by EDAs Advance to Convention
- Accountability – proposals, co-sponsorship, and votes on Ideas Lab must be approved at an EDA Board Meeting and supported by Board Minutes. Each EDA must provide these Board minutes to the Ideas Lab or to the NPC Representative(s) for its region by the deadline indicated in the Timeline.
- There will be no Judgement by the National Policy Committee regarding the validity or advancement of any proposal.

Training and Communication

- A National Policy Committee Communique to all 338 EDAs, National Councillors, and Regional Organizers outlining the process
- National Policy Committee has established and will adhere to a Communications Protocol to ensure Members receive pertinent, consistent, and reliable information about this process.
- A Power Point Presentation explaining our process (for use by NPC Members and EDAs)
- A Presentation to / for Caucus
- An Ideas Lab Training Module (on Ideas Lab)

Pre-Convention and Convention

- A Total of 60 Submissions to Convention Workshops (breakout sessions) – In Three Policy Streams
- Of these, a total of 30 submissions (the top 10 from each breakout session) will advance to the convention floor Plenary session.