

## **Guide for Screening Questions at Candidate Forums League of Women Voters of Door County**

**As per LWV DC Nonpartisan Policy:** The League of Women Voters of Door County is nonpartisan. As an organization, it does not support or oppose candidates for public office. We take action on public policy positions established through member study and agreement\*. We are political, but we do not support or oppose any political party or candidate.

The President, Action and Voter Service Chairpersons, Master of Ceremony, moderator, and question screeners of candidate forums whose position is deemed sensitive shall not participate in the following activities:

- Making financial contributions to candidates and/or political parties unless they are made anonymously.
- Participating in behind-the-scenes efforts for candidates, such as telephoning, stuffing envelopes, writing position papers, etc.;
- Publicly supporting a candidate for elected office.
- Circulating nominating petitions; petitions for referendums supporting league positions can be circulated;
- Hosting events for candidates seeking political office and/or nonpartisan office;
- Attending fundraising functions for candidates or political parties;
- Holding office in another organization that supports or opposes political parties or candidates.

**As per LWV DC Candidate Forum Policy:** The League reserves the right to screen questions to avoid duplication and personal attack on individuals. Questions are to address issues appropriate to that particular public office or referendum, not personalities. If the screeners do not understand the question, it will not be asked. Questions will be asked as written.

**As per LWV DC Candidate Forum Guidelines:** Only written questions will be accepted; they can be submitted in advance. League members, in advance of presentation by the moderator, will screen the questions in order to eliminate redundancies and inappropriate questions. Questions are to address issues appropriate to the particular public office. If the screeners do not understand the question, it will not be asked. Questions will be asked as written.

Additional helpful information:

- Two people will work as a team to screen questions.
- It is preferable for at least one of the screeners to have previous experience as a screener.
- Screeners will sort the questions into groups related to similar topics. They will forward questions to the moderator with every attempt to present questions on a

wide variety of topics. A question that is a follow-up to another question may be asked immediately following the original question.

- Questions that are redundant, inappropriate, aimed at one candidate only, have nothing to do with the particular public office, cannot easily be understood or are illegible will be set aside, but not discarded.
- A LWV member will type all questions asked and not asked for the LWV files and a copy will be sent to candidates with their thank you note.