



LWV Greater Pittsburgh
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2020 Primary Candidate Forum
(to be conducted via Zoom during the Coronavirus Pandemic)
FORMAT and GROUND RULES AGREEMENT

The League of Women Voters is a nonpartisan organization that encourages citizens to play an informed and active role in government. The LWV does not support or oppose any political party or candidate. It conducts candidate forums to provide opportunities for candidates to express their views on issues facing their voters.

- o Candidates must sign and return this Format and Ground Rules Agreement prior to the forum.
- o Candidates and the League of Women Voters of Greater Pittsburgh will follow the LWVGP’s *Zoom Procedure for Candidate Forums* and this *Format and Ground Rules Agreement*.
- o The only individuals allowed to enter the Zoom meeting from the “Waiting Room” are the candidates and the LWVGP moderator, timer, host, and co-host. NO ONE ELSE should be given the Zoom sign-in information nor can enter the meeting. Judy Clack will email you the Zoom Invitation link the morning of the forum.
- o The forum will be recorded live by the League of Women Voters of Greater Pittsburgh and will be uploaded in its entirety to the LWVGP Facebook page as soon as possible thereafter. (That is, the forum will not be live streamed at the time it is recorded.) Anyone can view or share the forum from the LWVGP’s Facebook page: <https://www.facebook.com/lwvpgh>. All content of the forum is the property of the League of Women Voters of Greater Pittsburgh.
- o There will be no substitutes or stand-ins for absent candidates, nor statements read for them. No campaign literature, signs, or candidate buttons may be visible on Zoom.
- o For this remote event, the LWVGP will draw straws or toss a coin on behalf of the candidates to determine the initial order of questioning. Closing statements will be made in the reverse order. Questions will be asked in a rotating manner so that candidates will take turns being the first to answer a question.
- o A LWVGP moderator will preside. All moderator decisions are final. The forum will last approximately one hour, at the discretion of the moderator.
- o Questions, with a response time of one minute, will be addressed to all candidates. Time for any rebuttal or additional statements will be taken from the candidate’s next response.
- o Questions will be drawn from questions submitted earlier by the public and the LWVGP. Questions have been screened by a LWVGP committee for pertinence to the office being sought, repetition, and eliminating personal attacks. The moderator will determine what questions are asked.
- o A count-down clock will be visible to the candidates throughout the forum. Candidates will be allowed to finish a sentence, once started, but strict time limits will be enforced. Candidates should not interrupt one another.

Please scan or take a photo of this signed agreement. Email to Judy Clack, Voter Service Chair, LWVGP, at jbclack@yahoo.com before the date of your forum. If you have questions, email or call Judy Clack at 512-731-0280. Thank you for participating.

Name of District Sought

Date of Forum

Candidate Signature

Date

Print Name