

STANDING RULES FOR PENNSYLVANIA CHAPTER POLITICAL COMMITTEE
adopted by the Chapter Executive Committee, January 29, 2022

Section 1. Organization

1.1 Name. The name of this Sierra Club unit is the Sierra Club Pennsylvania (PA) Chapter Political Committee.

1.2 Establishment. This Political Committee is established by action of Sierra Club PA Chapter, and is governed by these Standing Rules, consistent with the provisions of the Bylaws and Standing Rules of the PA Chapter and by the Club, by applicable law, and by the policies and directives of the Board. This Political Committee is an integral part of the PA Chapter and the Sierra Club and is not a separate political or legal entity.

1.3 Purpose. The purpose of the PA Chapter Political Committee is to help the Chapter in its efforts to preserve the environment through nonpartisan grassroots political action. Political Committee activities shall include evaluating political issues and positions, planning and conducting the endorsement and support of candidates for public office, and developing and leading the efforts necessary for those processes. The Political Committee program may include federal, state, and local government races as well as ballot measures, and shall be conducted in compliance with applicable law and in accordance with the Club's electoral compliance guidelines.

Section 2. Membership

2.1 Members. The Political Committee shall consist of a Chair and one member from each Group, ordinarily the Group Political Chair. The Chapter Chair with the concurrence of the Executive Committee may appoint additional members as needed. If the Chapter Compliance Officer is not otherwise a member of the Political Committee they shall serve in an ex officio capacity. Members shall have a willingness to become familiar with and to follow the Sierra Club Political Committee Compliance Guidelines and these Chapter Political Committee Standing Rules, and other applicable Sierra Club Standing Rules and policies. Political Committee members shall also be willing to participate in Political Committee deliberations and be willing to avoid any appearance of partiality during the endorsement process. Only Club members in good standing may serve on the Chapter Political Committee.

2.2 Officers. The Chapter Political Chair and the Chapter Compliance Officer shall be appointed by the Chapter Chair, subject to the approval of the Chapter Executive Committee.

2.3 Participation/Conflict of Interest. All Sierra Club members in good standing are entitled to participate in the activities of the Political Committee. Members with a conflict of interest, however, shall abide by Sierra Club Standing Rule 16-1-1 and not be present during final deliberations and voting.

2.4 Endorsement Interviewers. The Political Chair may appoint teams of Club members to conduct endorsement interviews of candidates in certain races where a group political committee is not functional or available. Except in extraordinary circumstances, Club members who have already made a personal endorsement in an election should not serve on an interview team for that election.

Section 3. Jurisdiction

3.1 Districts Shared with Other Groups. When a state legislative or Congressional district is shared with another Group it is the responsibility of the Political Chair to ensure that consultation is conducted according to the rules prescribed by the Compliance Guidelines and Sierra Club PA Standing Rules. If an electoral district overlaps all or part of two or more Sierra Club groups, all groups that represent 25 percent or more of the Club members living in a given electoral district must approve activities on behalf of candidates in that district. Any group that includes 10 percent or more of the Club members in the district should be consulted even if formal concurrence is not required. When concurrence from another group is needed for an endorsement, the Political Chair will confirm that such concurrence has been obtained before requesting approval from the Chapter Executive Committee.

Section 4. Endorsements

4.1 Internal Approval Procedures for Political Action. All endorsing entities shall approve endorsement decisions by a two-thirds vote as specified by the SCPT Compliance Guidelines beginning at section 2-600. Voting may take place in person, by telephone, video conference or by email according to Club and Chapter rules.

4.2 Municipal, County and State Candidate Endorsements. Endorsements are initiated at the Group level, according to procedures described in the Compliance Guidelines, and approved with 1) a two-thirds vote of the Group Executive Committee present at a meeting where a quorum has been achieved and 2) where more than 50% of the entire Executive Committee members vote to approve. The group chair will then send the recommendation to the Chapter Political Chair for review. It is the responsibility of the Group Political Chair or another designee of the Group Executive Committee to complete the Candidate Endorsement Request Form required by the PA Chapter. If the Chapter Political Chair finds that appropriate procedures have been followed, they will forward the Candidate Endorsement Request Form to the Chapter Executive Committee with a recommendation for action; if the Chapter Executive Committee approves the endorsement using the aforementioned voting procedure, the Chapter Political Chair will expeditiously inform the Group Political Chair and candidate that the endorsement has been finalized.

4.3 Congressional Endorsements. Endorsements are initiated by the Chapter Political Committee, Chapter Political Chair, and Chapter Political and Legislative Director, who will distribute questionnaires as needed. The Group Political Chair will coordinate the candidate interview, candidate review and group executive committee vote, will complete Form 1 and forward it to the Chapter Executive Committee (Chapter Political Chair) with a recommendation for action; if the Chapter Executive Committee approves the endorsement by a two-thirds majority the Chapter Political Chair will add the details of the Chapter Executive Committee vote to Form 1 and send it to the Sierra Club Political Team (political.desk@sierraclub.org) for final approval. It is the responsibility of the Chapter Political Chair to expeditiously inform the Chapter Executive Committee and the candidate that the endorsement has been finalized.

4.4 The Chapter Political Chair, in coordination with the Chapter Legislative and Political Director, will annually update and issue Chapter Endorsement Guidelines to be used by group political chairs. These Guidelines will provide additional clarification and instructions regarding the PA Chapter's endorsement procedures, and will include forms, interview guidelines, and other materials as deemed necessary.

Section 5. Political activity

5.1 Club Guidelines. Political activity, including use of membership lists, Club newsletters, Club list-serves, and email lists, shall be in accordance with federal and state electoral law, and with the SCPT Compliance Guidelines.

5.2 Communications. The Chapter Political Chair or designee is the sole spokesperson to the press, to other organizations and to candidates. The Political Chair or designee should approve all press releases, campaign literature and appearances at press conferences, political rallies and other events. The Political Chair or their designee should similarly approve Chapter and Group communication activities on behalf of candidates, after consultation with the Political Compliance Officer.

5.3 Public Criticisms of Endorsed Candidates. The Political Chair, the Chapter Chair, the Chapter Conservation Chair, and (for local races or ballot measures) the Group Chair and Group Political Chair must approve in advance any criticisms of an endorsed candidate made in the name of the Sierra Club or one of its Groups during an election campaign.

Section 6. Interpretation and Amendment of Standing Rules

6.1 Interpretation of Standing Rules. All questions as to the construction or meaning of these Standing Rules are to be referred to the Chapter Executive Committee for decision. All procedures not prescribed by the Bylaws and Standing Rules of the Club, these Standing Rules, or the Bylaws of the Chapter, shall be governed by the current edition of Robert's Rules of Order, newly revised.

6.2 Amendment. The Chapter Executive Committee may amend these Standing Rules by a majority vote at a regular meeting; however, revisions to these Standing Rules shall be generally made before the endorsement process to ensure that revisions are not made to facilitate specific endorsement decisions. Amendments must be in conformance with SCPT Compliance Guidelines.

ENDORSING ENTITIES MATRIX

	Entity 1	Entity 2	Entity 3
US Congress	Group Executive Committee	Chapter Executive Committee	SCPT
State Legislature	Group Executive Committee	Chapter Executive Committee	N/A
Local races	Group Executive Committee	Chapter Executive Committee	N/A