

CONSTITUTION

FORWARD PARTY OF UTAH

Updated: 21 August 2025

PREAMBLE

We, the members of the Forward Party of Utah, are united by a vision for a future where every Utahn's voice is heard, valued, and effectively represented in our government, thereby fortifying the foundations of our democracy. This vision fuels our commitment to champion the enduring ideals of Free People, Thriving Communities, and a Vibrant Democracy throughout the state of Utah.

Therefore, inspired by these convictions, we establish the Forward Party of Utah. We are dedicated to fostering pragmatic solutions through good-faith cooperation, cultivating leadership that prioritizes service over partisan strife, and achieving deliberate, sustainable progress for our state. This Constitution provides the essential framework for our collective action as we strive together to build a more inclusive, prosperous, and responsive Utah for all its citizens.

ARTICLE I - THE FORWARD PARTY OF UTAH

1. The name of this organization shall be the Forward Party of Utah (hereinafter, the "State Party"). The name of the State Party shall appear as follows on ballots and other official media in the State of Utah:
 - a. When a single name of the State Party is shown:
Forward
 - b. When a three-letter identifier is used:
FWD
 - c. When a single-letter identifier is used:
F
2. The State Party's purpose includes:
 - a. Nominating State Party candidates for public office in a transparent and inclusive manner
 - b. Supporting the election of these candidates
 - c. Educating all voters about the National Forward Party's (the "National Party") values and the State Party's priorities
3. Utahns desiring to become registered members of the State Party may do so by following the procedures established by the Lieutenant Governor's office for political party registration, which may include completing a Utah voter registration form and submitting it to the proper authorities. Any Utahn completing applicable legal registration requirements to become a current member the State Party shall be referred to herein as a "Registered Member" of the State Party commencing on such date and continuing until such Registered Member's party affiliation is legally changed to something other than a member of the State Party.

4. Only a Registered Member is considered a voting member of the State Party in matters of State Party business and organization. No dues shall be required for a person to become a Registered Member of the State Party.
5. All candidates nominated by the State Party, all officers of the State Party, and all persons voting at any convention shall be current Registered Members of the State Party. Should any such person terminate their State Party membership, such termination shall serve as immediate resignation from any elected or appointed office or position held by such person within the State Party and/or any County Party and such person shall no longer be entitled to vote on any matters brought before Registered Members.
6. The State Central Committee may, but is not required to, provide for other and additional forms of “membership” (e.g. a “friend” of the party or some other status that bestows certain rights upon a person who is not a Registered Member) by detailing the form and requirements of such membership status in the Bylaws.
7. As an affiliate of the National Party, the State Party will adhere to requirements set forth in the affiliation agreement between the National Party and the State Party (the “Affiliation Agreement”).

ARTICLE II - BYLAWS

1. Bylaws. The State Central Committee may adopt Bylaws to govern subjects not covered by the Constitution. The Bylaws shall not be inconsistent with any provision of this Constitution. The Bylaws shall be available to all members of the State Party.

ARTICLE III - STATE CENTRAL COMMITTEE

1. The State Central Committee shall be the primary supervisory and oversight body of the State Party, subject to the Constitution and Bylaws. The State Central Committee hereby delegates all authority to run the day-to-day operations of the State Party to the State Executive Committee, provided that the State Executive Committee shall seek to implement the policies and practices recommended by the State Central Committee and otherwise follow the high-level guidance and strategic input provided to it by the State Central Committee.
2. The duties of the State Central Committee shall be:
 - a. Approve the State Party budget;
 - b. Propose and vote on amendments to the Bylaws. A majority vote of the members of the State Central Committee in attendance at a duly called meeting of State Central Committee is required for an amendment to the Bylaws;
 - c. Provide input and/or make requests to the State Executive Committee (and any Priorities Committee established by the State Executive Committee) for the inclusion of concepts as official Priorities of the State Party to be voted on by Registered Members at the next applicable convention;
 - d. Provide supervision and input to the State Executive Committee with respect to policies, strategies, and objectives for the State Party.
3. The membership of the State Central Committee shall include:
 - a. All State Executive Committee members

- b. The County Chair, County Vice-Chair, County Secretary, and County Treasurer from each county or region in which the State Party has organized on a county or region level (each a “County Party”)
 - c. Any elected federal, state, and county officials who are Registered Members of the State Party. Elected officials who are Registered Members may send a representative who shall have full voting power if they are unable to attend themselves.
- 4. The following State Executive Committee roles shall also serve in that role on the State Central Committee:
 - a. State Chair
 - b. State Vice Chair
 - c. State Secretary
- 5. Public officials who are independent and unaffiliated with any political party but who have signed a pledge to support the priorities of the State Party are invited to participate in an advisory role with no voting power.
- 6. The State Central Committee shall meet at least once per quarter. The State Chair may call additional meetings as the State Chair sees fit. All committee members shall be informed of meetings with at least ten days’ notice under normal circumstances. In case of an emergency meeting deemed necessary by the State Chair, contact should be attempted with as much notice as possible, preferably at least three days. Meetings may be conducted electronically or in-person.
- 7. A quorum of the State Central Committee shall be any number of voting members who are in attendance at the start of a meeting for which the required notice was given, including at least three members of the State Executive Committee, and maintaining at least 50% of that number throughout the meeting or convention.
- 8. State Central Committee Meetings and State Central Committee Actions
 - a. The State Central Committee shall seek to determine all official actions by consensus to the maximum extent practical. Unless otherwise dictated by the Constitution or Bylaws, when voting is necessary, a simple majority of the State Central Committee must concur with the action for it to go forward. A tie vote results in failure of the motion.
 - b. The State Central Committee, by a majority vote at any of its regularly scheduled meetings, may:
 - i. determine the rules of its own proceedings
 - ii. take positions in line with the State Party values and priorities
 - iii. set goals and act to achieve the State Party goals
 - iv. hear issues brought by County Party representatives or elected officials
- 9. The State Central Committee may remove a State Central Committee member as dictated by the Bylaws; provided removal must be “for cause” (as determined by the State Central Committee in its sole and absolute discretion) and not merely for disagreements on political policies or the general direction of the State Party. As used herein removal “for cause” means any of the following: (i) the gross negligence, intentional misconduct or failure to materially perform the duties for which such person was appointed; (ii) harassing, intimidating or criminal behavior or other conduct

unbecoming of a person in a leadership position; (iii) actions constituting a financial or other conflict of interest; (iv) disclosure of any confidential information of the National Party, State Party or a County Party; (v) actions that would constitute a breach of the Affiliation Agreement or otherwise are inconsistent with the established values of the National Party or State Party.

ARTICLE IV - STATE EXECUTIVE COMMITTEE

1. The State Executive Committee, a standing committee subordinate to the State Central Committee, is responsible for the day-to-day operational management and strategic direction of the State Party's affairs. It shall ensure all State Party activities and decisions are consistent with this Constitution, the Bylaws, and any directives issued by the State Central Committee. All powers not otherwise delegated by this Constitution or the Bylaws to another State Party body shall be reserved to the State Executive Committee.
2. The State Executive Committee shall consist of six duly elected members:
 - Chair (the "State Chair")
 - Vice Chair (the "State Vice Chair")
 - Secretary (the "State Secretary")
 - Treasurer (the "State Treasurer")
 - Director of Communications (the "Communications Director")
 - Director of Elections (the "Elections Director")
3. Any Registered Member of the State Party who meets the eligibility requirements for serving on the State Executive Committee as set forth in the Bylaws may be a candidate for any position on the State Executive Committee. Members of the State Executive Committee shall be elected to a two-year term of office at the state organizing convention by a vote of the Registered Members in attendance, which shall be held in odd-numbered years. If a vacancy occurs on the State Executive Committee mid-term, the State Chair may appoint a person to fill such vacancy. Any such appointment shall be ratified by a vote of the Executive Committee. In the event a vacancy on the State Executive Committee is filled mid-term, the individual appointed or elected to fill said vacancy shall serve for the remainder of the unexpired term. The position shall then be open for election at the next regularly scheduled state organizing convention.
4. The elected executive officers composing the State Executive Committee and their respective duties are:
 - a. The State Chair directs the State Party, sets the strategic vision in consultation with the State Executive Committee, represents the State Party to the public, and appoints State Party staff and legal counsel with the approval of the State Executive Committee. The State Chair is the State Executive Committee member primarily responsible for leading and directing the State Party's fundraising efforts, ensuring financial sustainability and growth.

Key duties of the State Chair include:

- i. Serving as the Chair of the State Executive Committee and the Chair of the State Central Committee.
- ii. Presiding over all meetings of the State Executive Committee and State Central Committee.
- iii. Acting as the primary spokesperson for the State Party or designating others to do so.
- iv. Overseeing the development and implementation of the State Party's strategic plan.
- v. Leading and directing fundraising activities and donor relations.
- vi. Appointing chairs and members of ad hoc committees as needed, with State Executive Committee approval where required.
- vii. Acting as the liaison with the Lieutenant Governor on all matters relating to the State Party's relationship with the state or county, as required by Utah law. This liaison duty may be delegated as necessary, and with the approval of the State Executive Committee, provided the Lieutenant Governor is notified of any change in liaison within seven days, as required by state law.
- viii. Acting as the liaison with county legislative bodies. If so delegated by the State Chair, a County Chair may act as the liaison with the legislative body of that county on all matters relating to the State Party's relationship with the county.

The State Chair may have other duties and responsibilities as outlined in other sections of the Constitution and Bylaws or as assigned by the State Executive Committee.

- b. The State Vice-Chair assists the State Chair with their duties and any responsibilities assigned by the State Executive Committee, and acts on behalf of the State Chair should the State Chair be absent or incapacitated. The State Vice-Chair shall also undertake specific strategic initiatives or oversee particular State Party programs as delegated by the State Chair or the State Executive Committee.

Key duties of the State Vice Chair include:

- i. Serving as the Vice-Chair of the State Executive Committee and Vice-Chair of the State Central Committee.
- ii. Presiding over meetings in the absence of the State Chair.
- iii. Assisting the State Chair in the development and implementation of the State Party's strategic plan.
- iv. Supporting fundraising efforts as directed by the State Chair or State Executive Committee.
- v. Undertaking specific projects or leadership roles for State Party initiatives as assigned.

The Vice-Chair may have other duties and responsibilities as outlined in other sections of the Constitution and Bylaws or as assigned by the State Executive Committee.

- c. The State Treasurer keeps financial records, authorizes and disburses State Party funds in accordance with the budget and policies approved by the State Executive Committee, and ensures compliance with all state and federal laws regarding State Party finances.

Key duties of the State Treasurer include:

- i. Serving as the Treasurer of the State Executive Committee, Treasurer of the State Central Committee, and as a member of the Budget Committee.
- ii. Developing and proposing an annual budget for State Executive Committee approval.
- iii. Maintaining accurate and complete financial records of all State Party income, expenditures, assets, and liabilities.
- iv. Preparing and presenting written financial reports to the State Executive Committee at least quarterly, and to the State Party at each annual convention.
- v. Ensuring timely filing of all required financial reports with state and federal authorities.
- vi. Overseeing bank accounts and managing State Party investments, as directed by the State Executive Committee.
- vii. Advising the State Executive Committee on financial matters and risk management.

The State Treasurer may have other duties and responsibilities as outlined in other sections of the Constitution and Bylaws or as assigned by the State Executive Committee.

- d. The State Secretary shall provide required notice for, and record and maintain the official minutes and attendance records of, all meetings of the State Central Committee, State Executive Committee, and the State Convention. The State Secretary ensures that official State Party records, including minutes and governing documents, are accurately maintained, securely stored, and made accessible to State Party members as appropriate and in accordance with State Party rules.

Key duties of the State Secretary include:

- i. Serving as the Secretary of the State Executive Committee, Secretary of the State Central Committee, and Secretary of the State Convention.
- ii. Preparing and distributing agendas and supporting materials for relevant meetings in consultation with the State Chair.
- iii. Ensuring proper notification for all official State Party meetings as required by the Bylaws.

- iv. Maintaining the official membership roll of the State Party, in coordination with the Lieutenant Governor's Office and other officers as necessary.
- v. Certifying official State Party documents and resolutions as required.
- vi. Managing official State Party correspondence as directed by the State Executive Committee.

The State Secretary may have other duties and responsibilities as outlined in other sections of the Constitution and Bylaws or as assigned by the State Executive Committee.

- e. The Communications Director develops, implements, and oversees the State Party's comprehensive internal and external communications strategy. This officer is responsible for shaping and disseminating the State Party's message, managing its public image, and fostering engagement.

Key duties include:

- i. Directing all media relations, including acting as or coordinating State Party spokespersons.
- ii. Overseeing the creation and management of all State Party communication channels, including but not limited to the State Party website, social media platforms, newsletters, press releases, and internal communication systems.
- iii. Developing and executing strategies to inform and engage current State Party members, and to attract new members through marketing campaigns and other approaches.
- iv. Cultivating and managing strategic partnerships and relationships with media outlets, allied organizations, community groups, and key influencers to expand the State Party's reach and influence.
- v. Ensuring consistency in State Party branding and messaging across all platforms.
- vi. Supporting the outreach efforts of county parties.

The Communications Director may have other duties and responsibilities as outlined in other sections of the Constitution and Bylaws or as assigned by the State Executive Committee.

- f. The Elections Director develops, implements, and oversees the State Party's statewide strategies and activities related to candidate recruitment, campaign support, and electoral engagement. This officer is responsible for maximizing the State Party's electoral success.

Key duties include:

- i. Leading efforts to identify, recruit, and vet potential candidates for public office at all levels within the state.

- ii. Providing training, resources, and ongoing support to State Party-endorsed candidates and their campaign teams.
- iii. Overseeing data collection and analysis to inform electoral strategy, voter targeting, volunteer deployment, and resource allocation.
- iv. Developing and coordinating statewide volunteer programs for campaign activities, including but not limited to voter registration drives, canvassing, phone banking, and Get-Out-The-Vote (GOTV) initiatives.
- v. Working in conjunction with the State Treasurer and legal counsel to ensure State Party and candidate compliance with all relevant election laws and reporting requirements.

The Elections Director may have other duties and responsibilities as outlined in other sections of the Constitution and Bylaws or as assigned by the State Executive Committee.

5. The State Executive Committee shall meet at least once per quarter. The State Chair may call additional meetings as they see fit. All committee members shall be informed of meetings with at least ten days' notice under normal circumstances. In case of an emergency meeting deemed necessary by the State Chair, contact should be attempted with as much notice as possible, preferably at least one day. Meetings may be conducted electronically or in-person. The State Executive Committee should not meet on the same day as the State Central Committee under normal circumstances.
6. A quorum for the State Executive Committee shall be more than half the committee. State Executive Committee members may not be represented by proxy.
7. State Executive Committee Meetings and Executive Actions
 - a. The State Executive Committee shall seek to determine all official actions by consensus to the maximum extent practical. Unless otherwise dictated by the Constitution or Bylaws, when voting is necessary, a simple majority of the State Executive Committee must concur with the action for it to go forward. A tie vote results in failure of the motion.
 - b. The State Executive Committee, by a majority vote at any of its regularly scheduled meetings, shall:
 - i. approve budgets
 - ii. authorize expenditures in the interest of the State Party, and
 - iii. provide for an annual audit of the financial records of the State Party by an independent auditor when party funds are at a sufficient level to pay for such audit (and until such time shall rely on the review of the Audit Committee)
 - c. The State Executive Committee, by a majority vote at any of its regularly scheduled meetings, may:
 - i. determine the rules of its own proceedings,
 - ii. set policy for the orderly conduct of State Party business
 - iii. take positions in line with the State Party principles and priorities, and

- iv. set goals and act to achieve the State Party goals
8. The State Executive Committee shall have authority to establish additional committees to accomplish the work of the State Party as outlined in the Bylaws. In the event any provision of the Constitution or Bylaws is in conflict with another provision of the Constitution or Bylaws and/or there is a dispute regarding the interpretation of any provision of the Constitution or Bylaws, the State Executive Committee shall be entitled to determine which conflicting clause shall govern the issue and and/or determine the outcome of the dispute of interpretation and following such decision may request that the Constitution/Bylaws Committee conduct a review and propose a possible amendment with respect to the language in question.
 9. The State Executive Committee may remove a State Executive Committee member as dictated by the Bylaws; provided removal must be “for cause” (as defined herein) as determined by the State Executive Committee in its sole and absolute discretion, and not merely for disagreements on political policies or the general direction of the State Party.

ARTICLE V - COUNTY PARTIES

1. Upon the approval of the State Executive Committee as provided herein, Registered Members residing within a county in Utah may organize a County Party. The County Parties shall assist the State Party in its efforts to expand membership, elect Forward candidates, and promote the National Party and State Party priorities.
 - a. The State Executive Committee may, at its discretion, approve the organization of a region consisting of multiple counties. Such a region may function as a County Party until its component counties organize their own county parties.
2. Each County Party shall adopt Bylaws, which shall govern its procedures, including the selection of County Party officers and candidates for partisan public offices wholly contained within the county. The Bylaws shall be adopted by its County Organizing Convention. Any provision of these Bylaws that is contrary to state law or to any provision of this Constitution is null and void.
 - a. The State Party shall provide template documents for a County Constitution and County Bylaws as a basis for all new County Parties. Any changes to the County Bylaws shall be reviewed and approved by the State Constitution & Bylaws Committee before being presented to the county membership for approval. Proposed changes shall be approved unless they conflict with any higher governing document, law, or National Party direction.
 - b. If a County Party does not modify or adopt additional bylaws to govern its nominating process for partisan public offices in accordance with Utah Code, then the provisions of the State Party Constitution, Bylaws, and rules applicable to the State Convention nominating process shall apply to that county convention and nominating process to the extent necessary to comply with Utah Code.
 - c. All governing documents of a County Party shall be available to the State Executive Committee and members of that County Party.
3. A County Party’s Organizing Convention shall be in accordance with rules and procedures provided by the State Executive Committee for that convention. Each County

Organizing Convention held during odd numbered years shall elect, at a minimum, a County Chair, County Vice-Chair, County Secretary, and County Treasurer. A County Party may decide to combine the position of County Secretary and County Treasurer into one County Secretary/Treasurer position. A County may elect a County Communications Director and a County Elections Director, each of whom shall coordinate with the State Communications Director and State Elections Director, respectively, with respect to relevant activities within the County. All elected officers of a County shall serve as the County Executive Committee. Each officer shall be a Registered Member before the election. If a vacancy occurs on the County Executive Committee mid-term, the County Chair may appoint a person to fill such vacancy. In the event a vacancy on the County Executive Committee is filled mid-term, the individual appointed or elected to fill said vacancy shall serve for the remainder of the unexpired term. Written notice must be given by the County Secretary to the State Secretary at least ten days prior to the county convention.

- a. Within ten (10) days following the conclusion of any County Party convention, the County Secretary shall submit to the State Secretary the following documents and information:
 - i. Any updated versions of the County Party constitution and bylaws;
 - ii. The official roster of members who attended the County Party convention; and
 - iii. The official vote records from said convention.

Timely submission of these materials is required to ensure the State Party and the State Central Committee can maintain accurate membership rosters and official records concerning the County Party's governance and elected representatives.

4. A County Party's Organizing Convention shall be in accordance with rules and procedures provided by the State Executive Committee for that convention. Each County Organizing Convention held during odd numbered years shall nominate candidates in accordance with the State and County Party Bylaws. Written notice must be given by the County Secretary to the State Secretary at least ten days prior to the county convention.
5. If a County Party does not exist in a county, at least three individuals may apply to form a County Party by submitting their names and anticipated roles to the State Secretary. The roles must include at least a County Chair, County Vice Chair and County Secretary/Treasurer (these roles may be separate if four people apply). The application shall be considered for approval by the State Executive Committee at that committee's next regularly scheduled meeting. The State Executive Committee shall vote whether to recognize the application as an official County Party. Should the application be approved, the County Party may begin operation immediately, subject to the following restrictions:
 - a. The State Executive Committee's approval must be ratified by the State Central Committee at that committee's next regularly scheduled meeting before the

members from that county may be officially recognized as members of the State Central Committee.

6. The State Executive Committee may, at its discretion, call a County Party convention, providing that they adhere to requirements such as providing timely notice to participants. Such a convention can be an Organizing Convention, Nominating Convention, or other such meeting as deemed necessary.
7. The State Central Committee may, at its discretion, suspend or dissolve a County Party organization, remove a County officer “for cause” (as defined herein), or take another appropriate action, if it determines that the County Party is clearly failing or refusing to perform the functions for which that organization is responsible.
 - a. No County Party shall be dissolved or suspended until and unless the officers of said county shall be given an opportunity to appear at a meeting of the State Executive Committee.

ARTICLE VI - STATE CONVENTION PROCEDURE

1. The State Party shall hold a state convention on an annual basis to conduct State Party business as scheduled or otherwise needed. Examples of such business include electing State Party officers, nominating candidates for public office, considering amendments to the Constitution and Bylaws, and any other appropriate business.
2. The time, date, and place of the convention shall be decided by the State Executive Committee, and communicated to State Party members in accordance with the Bylaws.
3. Any Registered Member of the State Party who is registered by a specified deadline (which may be on the day of the convention) is qualified to participate as a voting member of the convention. All Registered Members in attendance are automatically qualified to vote if they so desire.
 - a. Proof of State Party affiliation and voter registration may be required.
 - b. Voting members are permitted to vote remotely, though this point shall not be used to circumvent the proof described above.
4. Results of the convention, including State Party officers elected, candidates nominated, names of members who participated, and other business items shall be posted to the State Party website within seven (7) days following the convention.
5. The convention shall follow additional procedure as described in the Bylaws.

ARTICLE VII - FINANCE AND RECORDS

1. State Party Budget. The Budget Committee shall submit, and the State Central Committee shall consider for approval, the budget for the next fiscal year at the last State Central Committee meeting of the current fiscal year.
 - a. At each quarterly State Central Committee meeting, the Budget Committee may propose changes to the budget, which the State Central Committee shall consider for approval.
2. Fiscal Year. The fiscal year for the State Party shall be the calendar year.
3. The State Executive Committee is responsible for the deposit and expenditure of State Party funds. The State Treasurer is responsible for accurate tracking and reporting of

State Party funds. Detailed instructions for these responsibilities shall be contained in the Bylaws.

4. The Audit Committee is responsible for the audit of State Party financial transactions as detailed in the Bylaws.
5. The State Secretary is responsible for maintaining State Party records and providing access to them as approved by the State Executive Committee. The Bylaws shall detail further guidelines surrounding State Party records.

ARTICLE VIII - AMENDING THE CONSTITUTION & BYLAWS

1. Any one member on the Central Committee or any five party members in good standing can propose an amendment to the Constitution or Bylaws. The proposed amendment, along with a written rationale for the amendment, shall be submitted to the State Party Secretary and shall be managed and considered as outlined in the Bylaws.
2. The Central Committee may vote on the proposed amendment during the next Central Committee meeting. A $\frac{2}{3}$ majority is required to amend the Constitution. A simple majority is required to amend the Bylaws.
3. The general membership may vote on proposed amendments during the annual convention. A $\frac{2}{3}$ majority is required to amend the Constitution. A simple majority is required to amend the Bylaws.
4. In the event that the Central Committee and general membership each approve mutually exclusive amendments, the amendment favored by the general membership shall take precedence.
5. Any amendment adopted or modified by either body shall be binding and in full force and effect when the required votes are achieved.
6. Amendments to the Forward Party of Utah Constitution or Bylaws shall be submitted to the Lt. Governor's office within 15 days of adoption, as required by state law.
7. Amendments to the Forward Party of Utah Constitution, Bylaws, and any rules and regulations, shall be submitted to the national Forward Party within 30 days of adoption, as required by the Affiliation Agreement.