



League of Women Voters of New Mexico

VOTER GUIDES

Adopted January 5, 2013

Producing Voter Guides is a shared responsibility of the LWVNM Voter Services Chair (herein referred to as the Chair) and local League presidents and Voter Guide editors. The Chair is responsible for providing information to local League editors about measures that appear on the New Mexico ballot and about candidates running for federal and statewide offices. Statewide offices include U.S. Senate, Supreme Court (first time and retention) and Court of Appeals Judges, Governor, Lt. Governor, Attorney General, Treasurer, Auditor, and Land Commissioner. The Chair also coordinates the questions for candidates for U.S. House of Representatives from New Mexico and the Public Regulation Commission because these offices serve large regions. Local Leagues are responsible for gathering information on all other candidates and local ballot questions. Local Leagues with overlapping districts coordinate their efforts wherever possible.

Information gathered by the Chair is distributed to the local Leagues for publication in their print and on-line Voter Guides and to the LWVNM webmaster for posting on www.lwvnm.org. The Voter Guides produced by the local Leagues are also sent to the LWVNM webmaster for posting and linking.

The League observes the following procedures in producing Voter Guides.

1. After the primary election, the Chair sends a Voter Guide production schedule along with a list of the positions to be addressed by the state Voter Services Committee. Questions for candidates for federal and statewide offices and candidates whose districts include areas served by more than one local League are developed with the input of local Leagues. The questions for these offices are selected by the Voter Services Committee and submitted to the LWVNM Board for approval or revision at its July meeting.
2. The Chair disseminates the final Board-approved questions to the presidents of the local Leagues for distribution to their respective Voter Services Committees. The Chair sends letters, questions, and guidelines to all of the opposed, certified candidates on the list. (See sample letter and Voter Guide Instructions in the appendix.)
3. Local Leagues develop and send their own sets of questions to candidates for all offices that are not statewide. In cases where a NM Senate or House district serves the members of more than one League, those Leagues try to collaborate on the questions and share the responses. If the affected Leagues decide to send different sets of questions, they will notify the affected candidates to that effect.
4. Unopposed candidates often just have their names and offices listed, or they may be sent questionnaires depending on decisions made by the local Leagues. For voter clarity, the term "unopposed" may be written beneath the name. When unopposed candidates serve districts with more than one local League, the local Leagues coordinate the questions and share the responses.
5. After they have been certified by the Secretary of State, write-in candidates may be offered the opportunity to respond to Voter Guide questions. For statewide offices, the Chair will follow-up with the write-in candidate. For local area candidates, the local League will follow up. At a minimum, the write in candidate's name, picture, and office should be listed in the Voter Guide.

6. The deadline for receipt of responses is at least two weeks after the bulk of the questionnaires are mailed or emailed. If no reply is received by the deadline, the words, "No reply received" will be printed by the candidate's name.
7. Due to space constraints and in fairness to all candidates, word limits are strictly enforced. Responses of candidates are published as submitted unless there is potentially defamatory content, in which case the League will defer to the opinion of counsel.
8. All responses are printed in paragraph form. Lists are converted by inserting punctuation after each item. Responses in caps, bold, and italics are converted to normal size. Otherwise, the League will in no way edit for meaning, grammar, punctuation, or spelling.
9. The Chair collects and distributes the responses and photos of statewide candidates and information on statewide ballot measures, such as Constitutional Amendments and bond questions, as soon as it is ready. The LWVNM webmaster posts this information along with links to the Voter Guides of the local Leagues. The LWVNM website may also post the responses of candidates whose districts include areas served by more than one local League.
10. The text of the local League Voter Guides is restricted to League use until the local president determines it is ready for publication.
11. Exclusive rights to publicize the Voter Guide will not be granted to any media or public relations organization.
12. The following material is required text for the Voter Guide.

The League of Women Voters of New Mexico is a non-partisan organization that provides information about political issues and candidates for public office in order to promote greater citizen responsibility and participation in government. Because the League is nonpartisan, it DOES NOT support or oppose any political party or any candidate. It does publish and distribute factual information for citizens to use when preparing to vote.

The candidate information in this Voter Guide was obtained by means of a questionnaire sent to all candidates certified by the Secretary of State. The responses of the candidates to our questionnaire are printed as received by the League without editing for meaning, grammar, punctuation, or spelling. Because of space restrictions, candidates are limited to a specific number of words.

The candidates' names are listed in ballot order.

Disclaimer:

The information in this Voter Guide has been carefully compiled to assure maximum accuracy. However, the League assumes no responsibility for the content of any candidate's reply or for errors or omissions.

Prepared by the League of Women Voters of New Mexico and the League of Women Voters of _____ and financed by contributions from League members, friends, and New Mexico businesses.

13. No elected officials or candidates for office and no political party representatives will be listed as donors or sponsors of League Voter Guides.

Attachment: Sample letter to candidates with questions and instructions



League of Women Voters of New Mexico
2315 San Pedro NE, (#F-6) , Albuquerque, NM 87110
Tel: 505-884-8441, Web: www.lwvnm.org

Dear Supreme Court Justice Candidate,

Re: Voter Guide Questionnaire and Photo– Response deadline, August 16, 5 pm

The League of Women Voters of New Mexico and our local Leagues are joining with Leagues across the nation to prepare, publish, and distribute Voter Guides for the 2012 General Election. As a nonpartisan organization, we neither support nor oppose candidates, nor do we indicate our positions on issues or do any kind of advocacy through our Voter Guides. They are purely educational tools that allow candidates the opportunity to share their perspectives with the electorate.

As Voter Services Chair of LWVNM, I am responsible for contacting candidates for major offices and obtaining their responses to questions on issues of importance to the public. In addition to responses from candidates, our Voter Guides also provide information on voting rights and procedures, summaries of the Legislative Council Services' analyses of the proposed Constitutional amendments, and summaries of bond questions and other ballot issues. Depending on the region, League Voter Guides are often distributed through general circulation of local newspapers. They are also distributed to County Clerk offices, libraries, senior centers, public colleges/universities, and businesses. The Guides are prepared and published at no cost to the public with contributions of League members and friends to the League's Education Fund.

Voter information and your responses to the attached questions and those of candidates for other major offices will also be posted on the state League's website, www.lwvnm.org. Advertisements in various newspapers around the state will direct the public to the website. Voter Guides for the local Leagues will be posted on their respective websites, all of which can be linked through www.lwvnm.org.

The attached instruction sheet provides specific information about submission and explains further details on word limits and other guidelines.

Thank you for your cooperation with the League of Women Voters in helping to promote an informed electorate and thank you for your commitment to public service.

Sincerely,

A handwritten signature in blue ink that reads "Meredith R. Machen". The signature is written in a cursive, flowing style.

Meredith R. Machen, Ph.D. , Voter Services Chair

League of Women Voters of New Mexico

VOTER GUIDE INSTRUCTIONS AND QUESTIONS

DEADLINE: August 16, 5 pm

Please copy the last page of this document and respond to the questions in Microsoft WORD, Times Roman 12. Please send your headshot in a separate file. Your photo needs to be a JPEG of 1.5 inches square at around 300 DPI at 4" wide and no larger than 800 KB.

We will be using “**Word Count**” available under “**Tools**” in MS Word as the official word counter. Please be sure to double-check that your responses are within the given word limits. To be fair to all candidates, any text that exceeds the precise word limits will be left out of the Guides, even if you are mid-sentence. Excessive word that are not printed are indicated by three dots at the end of the paragraph. We will not correct any typos or other errors.

Along with your responses, please fill in the Submission Information Form below the questions with your name, office, e-mail address, phone(s), date, and electronic signature to indicate that you hereby grant the League of Women Voters permission to print your responses as submitted. While we prefer to have a JPEG of your signature, we will accept a statement granting us permission to use your responses "as is" in our Voter Guides. We will send a return [an\(delete\)](#) e-mail message confirming receipt of your submission.

Should you have any questions, please contact me at meredith.machen@gmail.com or 505 988-4523 or 505 577-6337 cell.

Many thanks in advance for participating in this important civic education project.

Meredith Machen, LWVNM Voter Services Chair

LWV Mission

The League of Women Voters, a nonpartisan, political organization, encourages informed and active participation in government, works to increase understanding of major public policy issues, and influences public policy through education and advocacy.

