



## CANDIDATE QUESTIONNAIRE



### DO'S

Send to all candidates running for that office

Ask open-ended questions

Give the same deadline for all candidates

Publicly post responses verbatim



### DON'TS

Ask biased questions or seek pledges of support

Include commentary on posted responses

Ask more than 20 questions

### purpose

Non-profit health organizations can educate and inform voters about candidates for elected office by distributing a candidate questionnaire. This is a valuable tool that will give candidates the opportunity to speak directly to voters about their views on healthcare topics, and give voters the ability to select candidates who align with their personal views based the responses.

### steps to take

1. Develop a list of questions related to healthcare topics important to your organization. These should be open-ended questions on a variety of topics that are presented in an unbiased manner.
2. Compile a list of candidates for elected positions that may impact healthcare in your community. You must send the questionnaire to ALL candidates for those positions.
3. Prepare a cover letter or email body text to include with your questionnaire. Include information on when responses are due and where responses will be posted.
4. Distribute your questionnaire. Send reminders to candidates leading up to the deadline.
5. Post the responses in a place that the general public can access. Share this information through your communication channels.

### draft cover letter/email

On behalf of [ORGANIZATION], please respond to the questionnaire linked below regarding your positions on healthcare-related issues affecting voters in our community. [BRIEF BACKGROUND ON ORGANIZATION SERVICE AREA]

To get your responses in the hands of health care voters before early voting starts, this questionnaire must be received by [TIME] on [DATE]. If you do not respond, it will be noted that you did not respond. The questions and answers will be published verbatim on our website on [DATE].

As a nonprofit organization, we cannot support or oppose any candidate for public office. We are soliciting responses to our questions to help educate voters so they can make their own decisions on candidates running in the November 8th General Election. We hope that you take the opportunity to answer these questions so voters have the information they need to confidently cast their ballots.