

DISTRICT OF COLUMBIA

OFFICE OF CAMPAIGN FINANCE



AGENCY RESPONSES TO QUESTIONS OF THE

Committee on Executive Administration and Labor

of the

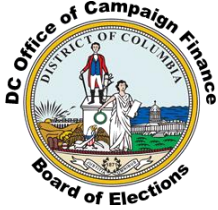
Council of the District of Columbia

on the

FY22 Performance of the Office of Campaign Finance

Submitted

February 22, 2023



OFFICE OF CAMPAIGN FINANCE
DISTRICT OF COLUMBIA BOARD OF ELECTIONS
1015 HALF STREET, SE, SUITE 775 | WASHINGTON, D.C. 20003 | (202) 671-0547

February 22, 2023

The Honorable Anita Bonds
At-Large Member of the Council of the District of Columbia
Chairperson, The Committee on Executive Administration and Labor
The John A. Wilson Building
1350 Pennsylvania Avenue, NW
Washington, D.C. 20004

Dear Chairperson Bonds:

This is to submit on behalf of the Office of Campaign Finance (OCF), the enclosed Responses, except for the Response to Question # 58 (a), to your Questions regarding the performance of the Agency during Fiscal Year 2022. The Response to Question # 58 (a) (relative to the OCF's efforts to promote compliance with the "affiliated entity" reporting requirement") requires additional research, and will be submitted on or before Monday, March 15, 2023.

If you require additional information, please let me know.

Respectfully,

Cecily E. Collier-Montgomery

Cecily E. Collier-Montgomery
Director

Enclosure

Responses to Performance Oversight Pre-Hearing Questions: Office of Campaign Finance

February 22, 2023

GENERAL QUESTIONS

- 1. Please provide a current organizational chart for the agency, including the number of vacant, frozen, and filled positions in each division or subdivision. Include the names and titles of all senior personnel and note on the chart the date the information was collected.**

RESPONSE:

The Office of Campaign Finance (OCF) is organized into four major divisions which operate under the direction of the Office of the Director: the Office of the General Counsel (OGC); the Reports Analysis and Audit Division (RAAD); the Public Information and Records Management Division (PIRM); and the Fair Elections Program Division (FEP). The current Organizational Structure and Staffing Chart (February 2023), and Organizational Charts for each OCF Division (February 2023) are attached. **See Attachment A.** The Office of Campaign Finance Functional Organizational Chart (February 2023) is attached and provides a breakdown of the responsibilities of each OCF Division. **See Attachment B.** The OCF currently has thirty-eight (38) continuing full time positions.

- a. Please provide an explanation of the roles and responsibilities of each division and subdivision.**

The Office of the Director is responsible for planning, directing, and coordinating the administrative operations of the District of Columbia Board of Elections (the “Board”) pertaining to the Campaign Finance Act of 2011, as amended, and for the administration of the Fair Elections Amendment Act of 2018, D.C. Law 22-94, effective May 5, 2018, and applicable November 7, 2018, as amended. The Director establishes policy and institutes clear directives to ensure the reasonable enforcement and administration of the Campaign Finance Laws.

The Office of the Director issues interpretative opinions; initiates investigations and informal hearings on violations of the Campaign Finance Act, as amended, and issues final decisions and imposes fines, where appropriate; and plans, directs, and coordinates the overall programs, as well as the administrative and legal functions of the Agency, and the educational outreach services. The administrative function of the Office of the Director includes budgeting, managing the Fair Elections Fund, procurement, personnel, and overseeing the administration of the OCF Web Site and Social Media Accounts, the Electronic Filing and Disclosure System, and the preparation of post-election reports, including the Biennial Report and the overview of the Fair Elections Program.

By way of background, the “Fair Elections Amendment Act of 2018” (the “Fair Elections Act”) dramatically changed the mode of financing campaign operations in the District of Columbia by offering candidates for elective office, except for candidates for the Office of Member of an Advisory Neighborhood Commission, the opportunity to qualify for the public funding of their political campaigns. The Fair Elections Act establishes the Fair Elections Program (the “Program”) within the Office of Campaign Finance and charges the Agency with the responsibility to administer the laws and regulations governing the Program; to promulgate procedures to govern the audit and verification of qualified small dollar contributions for compliance with the requirements of the Program; to authorize the payment of base amount and matching payments from the Fair Elections Fund, and to oversee the remission of funds; and to review and evaluate the Program following each election cycle, and submit reports to the Mayor, the Council, and to the public concerning the status of the Program and its effect on campaigns. The Fair Elections Fund is a special non-lapsing fund created solely for the distribution of payments to candidates who qualify to participate in the Program, and for the costs of administering the Fair Elections Program.

The Fair Elections Program is voluntary, and prescribes distinct contribution limits, expenditure prohibitions, and reporting requirements. The regulation of the financial operations of those candidates, who do not elect to participate in the Program, remains subject to the existing reporting requirements of the Campaign Finance Act.

The Office of the General Counsel (OGC) is responsible for enforcement through directing investigations, conducting hearings, and rendering recommendations for decisions on charges of violations of the Campaign Finance Act, as amended. The Office of the General Counsel prepares draft regulations, recommends legislative changes, reviews OCF Forms for changes, administers the Freedom of Information Act (FOIA), and interprets the Campaign Finance Act for appropriate application. This Office is also responsible for promoting through educational outreach (training seminars and mandatory entrance conferences) voluntary compliance for all filings, registrations, and activity requirements mandated by the Act.

The Reports Analysis and Audit Division (RAAD) is responsible for performing the audit analysis and review of all financial reports and other documents filed with the Agency in the Traditional Campaign Finance Program. The Division conducts field audits and investigations based upon deficiencies and conditions noted during the Desk Reviews of the Reports of Receipts and Expenditures filed with the Agency. The Division conducts periodic field audits and compiles statistical reports and summaries for all Reports of Receipts and Expenditures submitted by candidates, committees, and the Constituent Service and Statehood Fund Programs. This program area is the primary generator of compliance actions through audits and the monitoring of the financial disclosure of the financial operations of the Constituent Service and Statehood Fund Programs; candidates, principal campaign committees, and political committees in the Traditional Campaign Finance Program; political action committees; and independent expenditure committees.

The Public Information and Records Management Division (PIRM) is responsible for providing public information online at the OCF Website and onsite in the OCF Offices; managing the registration of candidates and committees in the Traditional Campaign Finance Program and in the Fair Elections Program, and of the Constituent Service and Statehood Fund Programs; managing the electronic online filing of financial reports, the data entry of paper submissions, and the online disclosure of information submitted by filers pursuant to the Campaign Finance Act within 24 hours of filing in a sortable and searchable format at the OCF Website; making all reports and statements available for public inspection within forty-eight hours of receipt as statutorily mandated; administering the records management and retention programs; and

compiling information for listings and reports published in the Biennial Report. The Division conducts the Filer Pre-Notification and Failure to File Programs.

The Fair Elections Program Division is responsible for the verification of the contribution reports and other documents received in the Office from candidates participating in the Fair Elections Program or seeking certification in the Program. The Division makes recommendations for the certification of candidates into the Fair Elections Program and the disbursement of Base Amount and Matching Payments; initiates referrals to the OGC for non-compliance actions and responds to appeals from Agency actions before the Board of Elections; conducts post-election full field audits of the campaign operations of participating candidates at the submission of their final financial reports; coordinates educational outreach for participating candidates and candidates seeking certification, and the public; coordinates the Debate Program; collects data from financial reports for post-election reports; and manages the remission of funds.

b. Please provide a narrative explanation of any changes to the organizational chart made during the previous year.

RESPONSE:

By Administrative Issuance No. 2202-01, effective May 16, 2022, the Office of Campaign Finance realigned the Fair Elections Division (FEP) to create Audit and Verification Units, within the Division, each with distinct responsibilities, and established a new Position in the Office of the Director, the Operations and Policy Officer. These actions were based on two (2) factors, as discussed below.

First, the Office of Campaign Finance developed the Post-Election Audit Program in the Fair Elections Program to provide for the audit of the campaign operations of candidates who are certified to participate in the Program and receive public funds following the certification of election results by the Board of Elections at the close of an election cycle. The Post-Election Audit Program ensures the proper use of public funds received by the Candidates certified to participate in the Fair Elections Program through the reconciliation of all financial transactions reported on Reports of Receipts and Expenditures filed during the coverage period of the audit, with the financial records maintained by the Committees, including bank account statements and

deposit slips, merchant account statements, contributor affidavits and cancelled checks, contracts, invoices for services rendered, and loan documents.

The Fair Elections Program initiated post-election audits in June 2020 for the campaign operations of the ten (10) Candidates who were certified and participated in the June 2, 2020 Primary Election and did not proceed to the November 3, 2020 General Election; in July 2020 for the four (4) Candidates who were certified and participated in the June 16, 2020 Special Election; and in March 2021 for the twenty (20) Candidates who were certified and participated in the November 3, 2020 General Election. The Candidates were required to submit all financial records to the Office of Campaign Finance from the date of the respective registration of their principal campaign committee to the date of the Election.

Notwithstanding the responsibility to complete the Post-Election Audits of the 2020 Election Cycle, the FEP Division was also required simultaneously to verify each contribution reported on the Reports of Receipts and Expenditures of Candidates either seeking certification or previously certified to participate in the Fair Elections Program in the June 21, 2022 Primary Election and the November 8, 2022 General Election. These dual and competing responsibilities underscored the need to separate the audit and verification duties to better manage these two (2) distinct businesses processes of the Fair Elections Division.

Second, the Agency has continued to forge working relations with local and state Campaign Finance agencies across the country, including with campaign finance counterparts located in Annapolis, Maryland, New York, New York, and Hartford, Connecticut, to discuss the respective public financing programs of these jurisdictions. These relationships provide the opportunity for the Agency to remain abreast of emerging trends and to observe firsthand through visits to other jurisdictions the administration/management of public financing programs. The Office of Campaign Finance communicated in FY20 and FY21 with the various jurisdictions concerning specific aspects of the administration of their public financing programs, including the verification and processing of contributions by credit cards, the minimum contribution amount for match, contributions by family members, the debate process, and post-election audits. In addition, the Agency routinely reviews the statutes, regulations, forms,

brochures, guides, training materials, and post-election reports of our peers for a comparison of our processes.

The Office of Campaign Finance maintains on an annual basis its Membership in the Council on Governmental Ethics (COGEL), the organization of representatives of agencies responsible for the administration and enforcement of conflict of interest, campaign finance, and lobbying laws. The Agency participates in the annual Conferences offered by COGEL which presents the OCF staff members with the opportunity to attend seminars critical to the successful administration of the Campaign Finance Laws. The attendees are exposed to the emerging trends in Campaign Finance Laws and Operations and provided the occasion for the exchanges of ideas and the establishment of contacts with colleagues in state and federal jurisdictions in the United States and in Canada.

Last, the Office of Campaign Finance, in preparing the FEP Post-Election Report for the 2020 Election Cycle, reviewed the National Trends in Public Financing Programs in various States and Municipalities, to evaluate and compare the programs to propose recommendations for adjustments, revisions, and enhancements to the District's Fair Elections Program. This required the review of the pertinent jurisdictional websites, statutes, regulations, and election results, as well as, in many instances, direct communications with Elections and Campaign Finance Officials to verify their procedures.

Because the need to remain aware of the changing policies, trends, and advances affecting the administration of campaign finance laws has become such an integral part of the continuing duties of the Agency, it was necessary to permanently include the responsibility of policy analysis in the management of the disclosure of campaign operations in the Office of the Director. Therefore, the Agency reclassified a Position in the Office of the Director within the Office of Campaign Finance. The realignment addressed the immediate personnel needs and long-term goals of the FEP Division and the Office of the Director through the creation of units within the FEP Division with specific areas of responsibility and the placement of the staffing to meet the demands of these distinct responsibilities.

The Fair Elections Program currently has fifteen (15) positions. Based upon the increased demands of the Division in addressing the responsibilities of the close out of the Post-Election Audits of the 2020 Election Cycle and the then demands required to verify each contribution to meet the threshold requirements required for certification to participate in the FEP during the 2022 Election Cycle, and for the additional payouts of matching funds to previously certified candidates in the 2022 Election Cycle, two (2) units were established within the Fair Elections Division with the following functions, namely, the Audit Unit, which is responsible for the conduct of post-election audits following the close of each Special, Primary, and General Election during which the Agency certifies candidates to participate in the Fair Elections Program and to receive public funds; and the Verification Unit, which is responsible for the verification of all contributions on Reports of Receipts and Expenditures for the match of public fund payments and the conduct of Desk Reviews at the close of each deadline for the filing of financial reports with the Agency. The Audit Unit is managed by the newly established Supervisory Auditor Position, under the direction of the FEP Program Manager, and supported by four (4) Audit Positions. The Verification Unit is supported by eight (8) Audit Positions under the direct supervision of the FEP Program Manager.

Further, the Position of Administrative Officer in the Office of the Director was reclassified as an Operations and Policy Officer to support the increased responsibility for policy analysis of new and emerging trends and advances in the campaign finance arena with a view towards how to improve agency operations in the delivery of campaign finance services and disclosure.

- 2. Please provide a current Schedule A for the agency in Excel format which identifies each filled, vacant, unfunded, and funded position by program and activity code, with the employee's name (if filled) title/position, salary, fringe benefits, and length of time with the agency (if filled). Please note the date the information was collected. The Schedule A should also indicate if the position is continuing / term / temporary / contract or if it is vacant or frozen. Please separate salary and fringe into separate columns and indicate whether the position must be filled to comply with federal or local law.**

RESPONSE:

The complete and current Schedule A, as of February 2023, for the Office of Campaign Finance is attached. The Schedule A identifies each filled, vacant, unfunded, and funded position by program and activity, with the employee's name (if filled), title/position, salary, fringe benefits, including the specific grade, series, and step of position, and length of time with the Agency (if filled); whether the position held is continuing/term/temporary/contract, or vacant and/or frozen; and whether the position must be filled to comply with federal or local law. **See Attachment C.**

- 3. Please list all employees detailed to or from your agency during FY22 and FY23, to date. For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date of the detail, and the employee's projected date of return.**

RESPONSE:

During FY 22, and FY 23, to date, the Office of Campaign Finance has not detailed any employees from the Agency, nor were employees detailed to the Agency.

- 4. Please provide the Committee with:**

- a. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned, as well as a description of all vehicle collisions involving the agency's vehicles in FY22 and FY23, to date; and**

RESPONSE:

The Agency has one (1) Vehicle, a 2018 Toyota Corolla Sedan. The Vehicle is assigned to Wesley Williams, the Operations and Policy Officer, and to April Williams, the Public Affairs Specialist. The Vehicle is used exclusively for government business. The Vehicle was not involved in any collisions in FY22, or FY 23 to date. During FY22, and FY23, to date, the Office of Campaign Finance renewed the lease agreement for the vehicle (Toyota Corolla Sedan) with the Department of Public Works.

- b. A list of travel expenses, arranged by employee for FY22 and FY23, to date, including the justification for travel.**

RESPONSE:

The List of Travel Expenses arranged by Employee for FY 22 and FY23 is attached. **See Attachment D.**

- 5. Please list all memoranda of understanding (“MOU”) entered into by the Agency in FY22 and FY23, to date, as well as any MOU currently in force. For each, indicate the date on which the MOU was entered and the termination date.**

RESPONSE:

The list of all MOUs/Intra-District Transfers in place during FY22 and FY23, to date, is attached with the requested information. **See Attachment E.**

- 6. Please list the ways, other than MOU, in which the Agency collaborated with analogous agencies in other jurisdictions, with federal agencies, or with non-governmental organizations in FY22 and FY23, to date.**

RESPONSE:

The Agency has continued to forge working relations with local and state Campaign Finance agencies across the country, including with campaign finance agencies located in Annapolis, Maryland, New York, New York, and Hartford, Connecticut. The OCF met with Campaign Finance Officials in New York City, New York, and Annapolis Maryland, during the latter part of Fiscal Year 2018, to discuss the respective public financing programs of both jurisdictions. The visit provided the Office of Campaign Finance with the opportunity to observe firsthand the administration/management of public financing programs. The Office of Campaign Finance communicated in FY20 and FY21 with the various jurisdictions concerning specific aspects of the administration of their public financing programs, including the verification and processing of contributions by credit cards, the minimum contribution amount for match, contributions by family members, the debate process, and post-election audits. In addition, the Agency routinely reviews the statutes, regulations, forms, brochures, guides, training materials, and post-election reports of our peers for a comparison of our processes.

Further, members of the Office of Campaign Finance Staff participated in the 2022 and 2023 Council on Government Ethics Laws (COGEL) Conferences in December 2021 (Virtual) and December 2022 in Montreal, Canada. Attendance at the COGEL Conference, notwithstanding the format, presents the OCF staff members with the opportunity to attend seminars critical to the successful administration of the Campaign Finance Laws. The attendees are exposed to the emerging trends in Campaign Finance Laws and Operations and provided the occasion for the

exchanges of ideas and the establishment of contacts with colleagues in state and federal jurisdictions in the United States and in Canada.

On February 2, 2023, COGEL notified the Agency that it will commence free monthly roundtables, seminars, and other programs geared to all levels of staff from its member organizations, beginning on February 16, 2023, to allow COGEL members to connect and learn throughout the year.

The Office of Campaign Finance produced the March 2021 FEP Post-Election Report for the 2020 Election Cycle, which included a comprehensive review of the Public Financing Programs in various States and Municipalities, and a comparative analysis of the District of Columbia's Fair Elections Program. The extensive research revealed that although the District's Program was recently implemented, the FEP is by far one of the Nation's most progressive and effective public financing programs. This endeavor required the examination of the pertinent jurisdictional websites, statutes, regulations, and election results, as well as, in many instances, direct communication with Elections and Campaign Finance Officials to verify their procedures.

Last, Managers from the Office of Campaign Finance traveled to Albuquerque, New Mexico in July of 2022, to meet with Campaign Finance Officials from various States to discuss the development/benefits/pros and cons of electronic filing systems for public funding programs.

The Office of Campaign Finance continues to maintain a relationship with the D.C. Chamber of Commerce through the Chamber's Public Policy and Programs Division, and with the District's Citizens Federation. The dialogue with the Chamber provides the Business Community with information concerning the dates and location of the OCF's Business Contributors and Campaign Finance Laws training sessions, and the availability of virtual training. During FY 2021, PowerPoint presentations on the Campaign Finance Laws were made available at the OCF Website due to the intervening COVID 19 Pandemic, which required the Agency to operate remotely under a modified status. On January 21, 2022, the Agency emailed to the Chamber, the OCF 2022 Schedule of Virtual Training Seminars, and the link to the Power Point Presentation

for Business Contributors available at the OCF Website, for distribution to its membership, and will provide the 2023 Training Information as soon as it becomes available.

The Office of Campaign Finance on August 31, 2021, emailed correspondence to the 25 member associations of the Federation of Citizens Associations of the District of Columbia (the Federation) to advise of the availability of the Agency to appear at Association meetings during Calendar Year 2022, and provide information about the new Fair Elections Program and the Traditional Campaign Finance Program. Below is a list of the twenty-five (25) member associations contacted:

List of Member Associations

1. Brookland Neighborhood Civic Association
2. Bellevue Neighborhood Civic Association
3. Cleveland Park Citizens Association
4. Concerned Neighbors Inc.
5. Congress Heights Community Association
6. Deanwood Civic Association
7. Dupont Circle Citizens Association
8. Empower DC
9. Forest Hills Citizens Association
10. Fort Gaines Civic Association
11. Fort Stanton Civic Association
12. Glover Park Citizens Association
13. Hillcrest Community Civic Association
14. Historic Anacostia Block Association
15. Kalorama Citizens Association
16. Marshall Heights Civic Association
17. Marshall Heights Community Development Organization
18. Michigan Park Citizens Association
19. Palisades Citizens Association
20. Penn Branch Citizens/Civic Association
21. River Terrace Community Organization
22. Shepherd Park Citizens Association
23. Spring Valley Civic Association
24. Tenleytown Neighbors Association
25. West End Citizens Association

On February 9, 2023, the Agency once again notified the above Citizens Associations of the availability of the OCF during Calendar Year 2023 to present at the association's scheduled meetings.

- 7. For FY22 and FY23, to date, please list all intra-District transfers to or from the agency and include a narrative description of the purpose of each transfer.**

RESPONSE:

The intra-District transfers received by or transferred from the Agency during FY22 and FY23, to date, are reported in the attached Chart of Intra-District and MOU Transfers. (Include purpose) **See Attachment F.**

- 8. For FY22 and FY23, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:**
 - a. The revenue source name and code.**
 - b. The source of funding;**
 - c. A description of the program that generates the funds;**
 - d. The amount of funds generated by each source or program;**
 - e. Expenditures of funds, including the purpose of each expenditure;**
 - f. Whether expenditures from the fund are regulated by statute or policy, and if so, how; and**
 - g. The current fund balance.**

RESPONSE:

The Office of Campaign Finance did not maintain, use, or have available for use, any special purpose revenue funds during FY22, and FY23, to date.

- 9. For FY22 and FY23, to date, please list all purchase card spending by the agency, the employee making each expenditure, and the general purpose of each expenditure.**

RESPONSE:

The list of the purchase card spending by the Agency is attached with the name of the employee making each expenditure, and the general purpose of each expenditure for FY22 and FY23, to date. **See Attachment G.**

- 10. Please list all capital projects in the financial plan for the agency or under the agency's purview in FY22 and FY23 to date, and provide a narrative update on each project, including the amount budgeted, actual dollars spent, and any remaining balances. Please also include projects for the benefit of the agency that are in the budget of the Department of General Services or another agency. In addition, please provide:**
- a. A narrative description of all capital projects begun, in progress, or concluded in FY21, FY22, and FY23, to date, including the amount budgeted, actual dollars spent, any remaining balances, and the work undertaken;**
 - b. An update on all capital projects planned for the four-year financial plan;**
 - c. A description of whether the capital projects begun, in progress, or concluded in FY21, FY22, and FY23, to date, had an impact on the operating budget of the agency. If so, please provide an accounting of such impact; and**
 - d. A description and the fund balance for each existing allotment.**

RESPONSE:

The Office of Campaign Finance did not have any projects for which capital funds were available to the Agency, in FY21, FY22, and FY23, to date.

- 11. Please provide a list of all budget enhancement requests (including capital improvement needs), for FY22 and FY23, to date. For each, include a description of the need, the amount of funding requested, and whether the enhancement was approved.**

RESPONSE:

The Office of Campaign Finance did not request enhancements in its Fiscal Year 2022 and FY 2023 Proposed Budget Submissions.

- 12. Please list, in chronological order, each reprogramming in FY22 and FY23, to date, that impacted the agency, including those that moved funds into the agency, out of the agency, or within the agency. Include known, anticipated reprogramming, as well as the revised, final budget for your agency after the reprogramming. For each reprogramming, list the date, amount, rationale, and reprogramming number.**

RESPONSE:

The Office of Campaign Finance did request the reprogramming of funds in FY22, and to date, has requested none in Fiscal Year 2023. The List of each Reprogramming, in chronological order, in FY22, with the requested information, is attached. **See Attachment H.**

13. Please list each grant or sub-grant received by your agency in FY22 and FY23, to date. List the date, amount, source, purpose of the grant or sub-grant received, and amount expended.

The Office of Campaign Finance did not receive any grant or sub-grant in FY22 and FY23 to date.

- a. **How many FTEs are dependent on grant funding?**
- b. **What are the terms of this funding?**
- c. **If it is set to expire, what plans, if any, are in place to continue funding the FTEs?**

RESPONSE:

The FTEs of the Office of Campaign Finance are not dependent on grant funding and are funded solely through local funds.

14. Please list each grant or sub-grant granted by your agency in FY22 and FY23, to date. List the date, amount, source, and purpose of the grant or sub-grant granted.

RESPONSE:

The Office of Campaign Finance did not grant any grants or sub-grants in FY22 and FY23, to date.

15. Please list each contract, procurement, and lease, entered into or extended and option years exercised, by your agency during FY22 and FY23, to date. For each contract, procurement, or lease, please provide the following information, where applicable:

- a. **The name of the party;**
- b. **The nature of the contract, procurement, or lease, including the end product or service;**
- c. **The dollar amount of the contract, procurement, or lease, including amount budgeted and amount actually spent;**
- d. **The term of the contract, procurement, or lease;**
- e. **Whether it was competitively bid;**

- f. **The name of the agency’s contract monitor(s) and the results of any monitoring activity; and**
- g. **The funding source.**

RESPONSE:

The list of each contract, procurement, and lease entered, extended, and option years exercised, by the Office of Campaign Finance during FY22 and FY23, to date, is attached, with the requested information provided for each. **See Attachment I.**

- 16. Please list and describe all pending and closed lawsuits that name or named agency or agency leadership as parties in FY22 and FY23, to date (include the parties’ names, docket number, and date the case was filed and/or closed), include a narrative explanation about the specific issues involved in each case, and describe the current status of the litigation. Identify which cases on the list are lawsuits that potentially expose the District to significant financial liability or could result in a change to agency practices.**

RESPONSE:

The Office of Campaign Finance, to date, is not, nor is Agency leadership, named as a party or parties in any pending or closed lawsuits in FY22 and FY23, to date.

- 17. Please list all judgments against and settlements executed by the agency or by the District on behalf of the agency, in any amount, in FY22 or FY23, to date, and provide the parties’ names, the date on which the judgment was issued or settlement was executed, the amount of the judgment or settlement, and if related to litigation, the case name, docket number, and a brief description of the case. Include non-monetary costs such as backpay and leave restoration. If unrelated to litigation, please describe the underlying issue or reason for the judgment or settlement (e.g. excessive use of force, wrongful termination, sexual harassment). Please also describe any matters which are currently in settlement negotiations or for which a judgment is imminent.**

RESPONSE:

The Agency is unaware of any judgments against, and settlements executed by the Agency or by the District on behalf of the Agency, in any amount in FY 22 or FY23, to date.

18. Did the agency use outside counsel in FY22 or FY23, to date? If so, for what matter(s) and in what amounts?

RESPONSE:

The Agency did not use outside counsel in FY22 or FY23, to date.

19. Please list the complaints, grievances, or similar charges – whether informal or formal and whether handled internally or externally - that the agency received or otherwise responded to in FY22 and FY23, to date, broken down by source. Please describe the process utilized to respond to any complaints, grievances, or similar charges and any changes to agency policies or procedures that may have resulted. For any complaints, grievances, or similar charges that were resolved in FY22 and FY23, to date describe the resolution. Specifically, note any matters that implicated agency senior staff or leadership.

RESPONSE:

The Office of Campaign Finance did not receive any administrative complaints or grievances in FY22 and FY23, to date.

20. Please describe the agency's procedures for investigating allegations of sexual harassment, sexual misconduct, or discrimination committed by or against agency employees. List and describe any allegations relating to the agency or its employees in FY22 and FY23, to date, and whether and how those allegations were resolved (e.g., a specific disciplinary action, such as re-training, employee transfer, suspension, or termination, or an investigation).

RESPONSE:

The Office of Campaign Finance did not receive any administrative complaints alleging discrimination in FY22 and in FY23, to date.

Generally, the procedures involved for investigating allegations of sexual harassment, sexual misconduct, or discrimination committed by or against agency employees commence with the referral of the allegations to the Equal Employment Officer (EEO) for the Agency. The EEO Officer is responsible for ensuring that the Agency adheres to the mandates of the various laws enacted to make certain that a fair and non-discriminatory workplace is provided to all OCF employees. More importantly, the EEO Officer is available to address any EEO concerns the employees of the Agency may have. Consistent with the procedures of the Department of Human

Resources, any investigation undertaken would include advising the parties of their right to representation, examining the relevant evidence, conducting interviews, and reviewing the applicable laws and regulations. Following the conclusion of the investigation, the EEO Officer issues a report in which recommendations are made to the Director. After the review of the recommendations, the Director issues a final agency decision which may be appealed to the Office of Employee Appeals.

- a. Please also identify whether the agency became aware of any similar matters in FY22 or FY23, to date, through means other than an allegation, and if so, how the matter was resolved (e.g., sexual harassment was reported to the agency, but not by the alleged victim).**

RESPONSE:

The Agency did not become aware of any similar matters in FY22 or FY23, to date, through means other than an allegation.

- 21. Please provide a list of the total workers' compensation payments paid by the agency or on the agency's behalf in FY22 and FY23, to date, including the number of employees who received workers' compensation payments, in what amounts, and for what reasons.**

RESPONSE:

The Agency did not in FY22 and FY23, to date, pay workers' compensation payments.

- 22. Please list and describe any ongoing internal or external investigations, audits, or reports on the agency or any employee of the agency, or any investigations, studies, audits, or reports on the agency or any employee of the agency that were completed during FY22 and FY23, to date.**

RESPONSE:

By correspondence dated November 13, 2020, the Office of the District of Columbia Auditor notified the Office of Campaign Finance of its initiation of the audit of the Fair Elections Program as required by D.C. Official Code § 1-1163.32j (b). The Audit covered the period November 7, 2018, through January 4, 2021. The preliminary objectives of the Audit were to determine whether: (1) The OCF properly administered the FEP by distributing public monies to candidates who met statutory and regulatory requirements for participating in the FEP regarding

receipt of contributions, campaign expenditures, and return of unspent funds; and (2) To determine if OCF monitored participating candidates to ensure that they met regulatory requirements for the FEP regarding training, debates, qualification for ballot access, and running for the same seat in both the primary and general election, as applicable. The Audit Report, AU 24-0017, the “Fair Elections Program Amplifies “Voices of Everyday Voters’,” was issued by the D.C. Auditor on August 2, 2021. The Report found that the Fair Elections Program, even during the Pandemic, met its goals which included increasing candidate participation, reducing corporate contributions, creating greater access to funding, and amplifying the voices of everyday voters. The Report was the first of three reports by the ODCA which also studied the overall administration of elections, and the use of funds in the Fair Elections Program. The Office of the D.C. Auditor issued a Draft Report on December 17, 2021, to which the OCF submitted responses on January 24, 2022. The Final Audit Report was issued by the D.C. Auditor on January 31, 2022, titled the “Fair Elections Program Was Well-Run but Program Controls Can Be Improved”. The D. C. Auditor stated that the Agency was to be congratulated on implementing the Fair Elections Act and found that the Program was essentially well managed. The D.C. Auditor noted that although the OCF had created processes that addressed many of the risks the Program faces and put personnel in place who have the skills needed to execute many aspects of the Program, there were areas that require additional attention. In this regard, the D.C. Auditor made several recommendations, which the OCF agrees with, and has committed to implement to improve the administration of the Program.

On June 21, 2022, the State Campaign Finance Index 2022 was published by the Coalition for Integrity at www.coalitionforintegrity.org. The Index analyzes the laws of 50 States and the District of Columbia relative to the scope, independence, and powers of state agencies which regulate campaign finance, as well as the strength of each State’s laws on campaign contributions, disclosure of those contributions, enforcement, requirements for transparency of funding of independent expenditures and political advertisements, and the availability of campaign finance information. No State achieved a perfect score. The State of Washington ranked number 1 and led the Index with a score of 83.99. The District of Columbia ranked number 5, with a score of 78.27. Seventeen States scored below 60. The Index highlights the wide variation in state campaign finance laws, notes the gaps in regulating the dollars flowing to

state level campaigns, and recommends certain Principles that campaign finance laws should follow. The 10 Principles formed the framework for the questions proffered to the States and the District of Columbia.

The Coalition for Integrity is a non-profit, non-partisan 501(c)(3) organization which works in coalition with a wide range of individuals and organizations to combat corruption in the public and private sectors.

23. Please describe any spending pressures the agency experienced in FY22 and any anticipated spending pressures for the remainder of FY23. Include a description of the pressure and the estimated amount. If the spending pressure was in FY22, describe how it was resolved, and if the spending pressure is in FY23, describe any proposed solutions.

RESPONSE:

The Office of Campaign Finance did not experience spending pressures for FY 22 and does not anticipate spending pressures for the remainder of FY 23.

24. Please provide a copy of the agency's FY22 performance plan. Please explain which performance plan objectives were completed in FY22 and whether they were completed on time and within budget. If they were not, please explain.

RESPONSE:

The copy of the Fiscal Year 2022 Performance Plan and Report for the Office of Campaign Finance is attached. **See Attachment J.** The Office of Campaign Finance fully achieved all Agency Initiatives on time and within budget as detailed in the Report.

25. Please provide a copy of your agency's FY23 performance plan as submitted to the Office of the City Administrator.

RESPONSE:

The Fiscal Year 2023 Performance Plan for the Office of Campaign Finance is attached as submitted to the Office of the City Administrator. **See Attachment K.**

26. Please describe any regulations promulgated by the agency in FY22 or FY23, to date, and the status of each.

RESPONSE:

During Fiscal Year 2022, and Fiscal Year 2023, to date, the Office of Campaign Finance submitted two (2) Notices of Emergency and Proposed Rulemaking to the Board of Elections for adoption. On April 6, 2022, the Agency proposed the Notice of Emergency and Proposed Rulemaking to the Board of Elections for adoption to require that the content of the Mandatory Training for new candidates and treasurers include the requirements of Chapter 30 pertaining to Covered Contractors, to implement the Covered Contractor Provisions of the Campaign Finance Reform Act, as amended, to authorize the reimbursement of expenditures for childcare expenses incurred for campaign purposes by a candidate, and to expand the prohibitions on the use of government resources for campaign-related purposes to include social media platforms. The revised Regulations place the Board's Regulations into conformity with the Campaign Finance Reform and Conflict of Interest Public Disclosure Amendment Act of 2011, effective April 27, 2012 (D.C. Law 19-124, 59 DCR 1862 (March 9, 2012)); as amended by the COVID-19 Response Supplemental Emergency Amendment Act of 2020, effective April 10, 2020 (D.C. Act 23-286; 67 DCR 4178 (April 17, 2020)). The Notice of Final Rulemaking was adopted by the Board of Elections on April 6, 2022, and published in the D.C. Register on April 15, 2022 (Volume 69/15). The Rules were adopted by the Board as Final on January 4, 2023, and published in the D.C. Register on February 3, 2023 (Volume 70/6).

Last, the Office of Campaign Finance submitted a Notice of Emergency and Proposed Rulemaking to the Board of Elections on May 4, 2022, to amend Chapter 30, (Campaign Finance Operations: Committees, Candidates, Constituent Service Programs, Statehood Funds) of Title 3 (Elections and Ethics) of the District of Columbia Municipal Regulations to provide provisions which require political action committees that make independent expenditures to establish and maintain non-contribution accounts for that purpose. The Notice of Emergency and Proposed Rulemaking was adopted by the Board of Elections on May 4, 2022, and published in the D.C. Register on May 13, 2022 (Volume 69/19). The Rules will be proposed to the Board for adoption as Final in April 2023.

27. Please provide the number of FOIA requests for FY22 and FY23, to date, that were submitted to your agency. Include the number granted, partially granted, denied, and pending. In addition, please provide the average response time, the estimated number of FTEs required to process requests, the estimated number of hours spent responding to these requests, and the cost of compliance.

RESPONSE:

The Office of Campaign Finance did not receive any FOIA requests during FY22. In FY23, to date, the Office of Campaign Finance has received two (2) FOIA requests, one of which was granted, and the remaining request is pending. The General Counsel is the designated FOIA Officer for the Agency and responds to the requests.

28. Please provide a list of all studies, research papers, reports, and analyses that the agency prepared or for which it contracted during FY22 and FY23, to date. Please state the status and purpose of each. Please submit a hard copy to the Committee if the study, research paper, report, or analysis is complete.

RESPONSE:

First, following the filing deadline of each Report of Receipts and Expenditures, the Office of Campaign Finance produces Summary Reports of Contribution Information by Denomination and Donor Type and Expenditure Information by Type, with visuals (pie charts) to denote percentages, generated by the OCF Database when financial reports are submitted, and made available for public review and search at the OCF Website. The Reports and Summaries may be searched by Filer Type, Filing Year, and Report Name. The Summary Reports provide the foundation for the Biennial Report of Contributions and Expenditures which the Office of Campaign Finance must publish in an electronic format by December 31st of each odd numbered year, pursuant to the provisions of D.C. Official Code § 1-1163.04 (7)(B), as recently amended. The Biennial Report describes the receipts and expenditures of candidates for elective office, except for ANC candidates, and principal campaign committees in the Traditional Campaign Finance Program for the prior two-year period, in dollar amount and percentage terms, by donor categories and size of the donation, and expenditure type. Graphs are used to present the percentage terms. The receipts and expenditures of the political action committees, independent expenditures, and the exploratory, inaugural, transition, and legal defense committees must also be summarized. The December 31, 2021, Biennial Report of the Office of Campaign Finance was published at the OCF Website on January 4, 2022.

Second, the Agency published the first OCF FEP Post-Election Report for the 2020 Election Cycle and the 2020 Special Election Cycle, City Council, Ward 2, on March 17, 2021, at the OCF Website, pursuant to the provisions of D.C. Official Code § 1-1163.32j (a). The Report presents data based on the financial transactions reported in the Receipt and Expenditure Reports filed with the OCF covering the start of the campaign of the candidates who registered and participated in the Fair Elections Program through December 10, 2021. The Report is presented in four parts: the Overview of the 2020 Election Cycle and the 2020 Special Election; the OCF Review of the National Trends in Public Financing Programs: Statistical Data of the 2020 Election Cycle; and Significant Data pertaining to both Election Cycles, and the Lists of Qualified Small Dollar Contributions and Expenditures for all FEP Candidates. The Post-Election Reports for the 2022 Election Cycle are due in August 2023.

Third, the Office of Campaign Finance presents Monthly Production Reports of the Agency at the open meetings of the Board of Elections and publishes the Reports at the OCF Website. The Reports state the activity of the Agency for the period covered, including financial reports received in both the Fair Elections Program and the Traditional Campaign Finance Program, the disbursements authorized from the Elections Fund, the names of candidates certified into the Fair Elections Program, the names of committees who failed to file, new candidate and committee registrations, mandatory training conferences conducted, desk reviews conducted, audit reports, interpretative opinions, and informal hearing orders issued, the list of ongoing audits and investigations, fines issued, and petitions for enforcement filed before the Board of Elections.

Last, the Agency has continued in FY22 and FY23, to date, to research how various jurisdictions administer their public financing programs through the examination of their statutes, regulations, forms, brochures, guides, training materials, and post-election reports. Members of the Office of Campaign Finance Staff participated in the virtual) December 2021 and the onsite (Montreal, Canada) December 2022 Council on Government Ethics Laws (COGEL) Conferences. Attendance at the COGEL Conference presents the OCF staff members with the opportunity to attend seminars critical to the successful administration of the Campaign Finance Laws, and to converse directly with our Campaign Finance counterparts from other jurisdictions to exchange information and compare our operations.

29. Please list in descending order the top 25 overtime earners in your agency in FY22 and FY23, to date, if applicable. For each, state the employee's name, position number, position title, program, activity, salary, fringe, and the aggregate amount of overtime pay earned. Please describe the process the agency uses to determine which employees are granted overtime.

RESPONSE:

There were no overtime earners in the Agency during FY22, and none to date, in FY23. In general, the Agency has restricted the grant of overtime pay to those employees at the CS- 09 Level and below, to conserve the Agency resources, and granted Compensatory Time to employees who perform duties beyond their Tour of Duty in the OCF Community Outreach Program.

30. For FY22 and FY23, to date, please provide a list of employee bonuses or special pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

RESPONSE:

The Office of Campaign Finance did not grant employee bonuses or special award pay during FY22 and FY23, to date.

31. For FY22 and FY23, to date, please list each employee separated from the agency with separation pay. State the amount, number of weeks of pay, and reason for the separation.

RESPONSE:

The Office of Campaign Finance did not separate employees in FY22 and FY23, to date, from the Agency with separation pay.

32. Please provide the name of each employee who was or is on administrative leave in FY22 and FY23, to date. In addition, for each employee identified, please provide: (1) their position; (2) a brief description of the reason they were placed on leave; (3) the dates they were/are on administrative leave; (4) whether the leave was/is paid or unpaid; and (5) their current status.

RESPONSE:

The Office of Campaign Finance did not place any OCF Employees on administrative leave in FY22 and FY23, to date.

- 33. Please provide each collective bargaining agreement that is currently in effect for agency employees. Include the bargaining unit and the duration of each agreement. Note if the agency is currently in bargaining, and if so, its anticipated completion.**

RESPONSE:

There are no collective bargaining agreements in effect for the employees of the Office of Campaign Finance.

- 34. If there are any boards, commissions, or task forces associated with your agency, please provide a chart listing the names, number of years served, agency affiliation, and attendance of each member. Include any vacancies. Please also attach agendas and minutes of each board, commission, or task force meeting in FY22 or FY23, to date, if minutes were prepared. Please inform the Committee if the board, commission, or task force did not convene during any month.**

RESPONSE:

The Office of Campaign Finance is established within the Board of Elections (the Board), an independent Agency of the District Government. The Board is comprised of three (3) members. The Office of Campaign Finance is responsible for the administrative operations of the Board under the Campaign Finance Act of 2011, as amended. See D.C. Official Code § 1-1163.02. The Board is created under D.C. Official Code §1-1101.02. The Executive Director of the Board is responsible for managing the daily operations of the Board, which includes the scheduling of the monthly public meetings of the Board, the preparation of the meeting agenda, and maintaining the minutes of the meeting, as well as the records relative to the service of the Board Members.

- 35. Please list all reports or reporting currently required of the agency in the District of Columbia Code or Municipal Regulations. Provide a description of whether the agency is in compliance with these requirements, and if not, why not (e.g. the purpose behind the requirement is moot, etc.).**

RESPONSE:

D.C. Official Code, § 1-1163.04 (7) (2001 Edition, as amended), requires the Director of the Office of Campaign Finance to publish on December 31st, and every other odd numbered year, a biennial report, summarizing, for the prior two year period, the receipts and expenditures of candidates for public office (except candidates for Advisory Neighborhood Commission Member), and of political committees, including principal campaign, exploratory, inaugural, transition, and legal defense committees; political action committees; and independent expenditure committees. The Agency is in compliance with this requirement. The OCF Biennial Reports for Calendar Years 2011, 2013, 2015, 2017, 2019, and 2021 may be viewed at the OCF Website, www.ocf.dc.gov.

On January 4, 2022, the Agency presented the most recent Biennial Report, the OCF December 31, 2021, Biennial Report of Contributions and Expenditures, to the Mayor and the Council of the District of Columbia, and to the public. The Biennial Report covers the contributions and expenditures of candidates and political committees in the Traditional Campaign Finance Program for the prior two (2) year period from January 2019 through December 2021. By virtue of D.C. Law 22-250, the “Campaign Finance Reform Amendment Act of 2019”, effective March 13, 2019, as amended, and made applicable in part, on September 11, 2019, the date for the publication of the Biennial Report by the Office of Campaign Finance, as required by D.C. Official Code Section 1-1163.04, was changed from January 31st to December 31st of each odd numbered year.

In addition, D.C. Official Code Sections 1-1163.04(1B) (A) and (3) require the Director of the Office of Campaign Finance to publish all information online in a searchable and sortable format, within 24 hours of filing, and to make the reports and statements filed with him or her available for public inspection and copying, commencing within 48 hours of receipt. Under the electronic filing system, financial reports are available real time upon submission at the OCF Website for inspection and for immediate download. The Office of Campaign Finance is currently in compliance with this statutory provision.

D.C. Law 22-94, the “Fair Elections Amendment Act of 2018, effective May 5, 2018, and applicable November 7, 2018, established the Fair Elections Program in the Office of Campaign

Finance. As codified in D.C. Official Code § 1-1163.32j, the Director of Campaign Finance is required to submit a report to the Mayor and the Council no later than 9 months after the end of each election cycle concerning the administration of the Program, including the names of the participating and non-participating candidates, the payments made from the fund, the listing of qualified small dollar contributions by participating and non-participating candidate, a listing of expenditures by participating candidate, remitted funds, personal funds, and a review and evaluation of the Program on District elections and campaigns, and of national best practices relating to public financing programs, with recommendations for changes. The Agency published the first OCF FEP Post-Election Report for the 2020 Election Cycle and the 2020 Special Election Cycle, City Council, Ward 2, on March 17, 2021, at the OCF Website, pursuant to the provisions of D.C. Official Code § 1-1163.32j (a). The Report presents data based on the financial transactions reported in the Receipt and Expenditure Reports filed with the OCF covering the start of the campaign of the candidates who registered and participated in the Fair Elections Program through December 10, 2021. The Report is presented in four parts: the Overview of the 2020 Election Cycle and the 2020 Special Election; the OCF Review of the National Trends in Public Financing Programs: Statistical Data of the 2020 Election Cycle; and Significant Data pertaining to both Election Cycles, and the Lists of Qualified Small Dollar Contributions and Expenditures for all FEP Candidates. The Post-Election Report for the 2022 Election Cycle is due in August of 2023.

Last, during FY22, the members of the staff of the Office of the General Counsel who are employed as part of the Legal Services Program were required to demonstrate through a verification process conducted by the Department of Human Resources that they have maintained a Good Standing Status with the District of Columbia Bar. This is an annual mandatory reporting requirement for continued employment which cannot be waived. Following the verification process in FY 22, all members of the Office of the General Counsel staff who are employed through the Legal Services Program were determined to be in compliance with the Good Standing requirement. The verification process will be repeated during FY23 and all subsequent years in accordance with the Legal Services Act.

36. Please provide a list of any additional training or continuing education opportunities made available to agency employees in FY22 and FY23, to date. For each additional training or continuing education program, please provide the subject of the training, the names of the trainers, and the number of agency employees trained.

RESPONSE:

The Office of Campaign Finance’s Professional Development Program was able to provide employees with additional training opportunities during FY 2022. As OCF transitioned into a Teleworking Status in March 2020 due to the COVID-19 pandemic, employees who had previously attended DCHR courses onsite adapted quickly to virtual learning. Managers and staff took advantage of the wide range of general, and duty specific courses provided by DCHR’s Center for Learning and Development (CLD). The CLD also made available learning opportunities provided by their partners to agency employees. Workers utilized the District’s Skills Port E-Learning Management System, to participate in more than seven (7) online courses. More than 5,000 online courses covering a wide range of categories are offered in the program. Employees were able to expand their learning capacity and career advancement. The Professional Development Program enables employees to better handle their job responsibilities. In doing so, workers are better able to carry out the OCF’s and the District’s mission and goals.

In addition, the OCF Supervisory Training Officer and the DCHR’s Center for Learning and Development worked collaboratively to offer the following Courses specifically to the OCF Team in a virtual Instructor led online format:

Date	Course	# of Participants
September 22, 2022	Skills You Need for Workplace Success (CLRG)	13
September 27, 2022	Conquering Your Fear of Speaking in Public (CLRG)	11
September 30, 2022	Effective Business Writing That Works Workshop (CLRG)	9

Below is the list of instructors for each workshop:

1. **Skills You Need for Workplace Success** - September 22, 2022 **Instructor:** Larry Frazier
2. **Conquering Your Fear of Speaking In Public** - September 27, 2022 **Instructor:** Amy Peters

3. **Effective Business Writing That Works Workshop** - September 30, 2022 **Instructor:**
Juliette Lane-Hailey

The OCF Information Technology Specialist completed an online course in an 8 Part Webinar Series, and received a Certificate of Completion, and the General Counsel participated in Continuing Education Courses offered by the D.C. Bar during Fiscal Year 2022, and Fiscal Year 2023, to date. The Course information is listed below:

Information Technology IT Personnel (Virtual Courses)		
Date	Name of Course/Seminar	No. of Participants
August 22 – 25, 2022	8-Part Adobe Digital Learning Webinar Series: Redefine Digital Learning Experiences	1

DC Bar Courses Legal Courses (Virtual Courses)		
Date	Name of Course/Seminar	No. of Participants
September 22, 2022	U.S. Supreme Court Review	1
October 12, 2022	Professional Responsibility	1

37. Please describe any initiatives that the Agency implemented in FY22 or FY23, to date, to improve the internal operations of the Agency or the interaction of the agency with outside parties. Please describe the results, or expected results, of each initiative.

RESPONSE:

During Fiscal Year 2022, and in Fiscal Year 2023, to date, the Office of Campaign Finance has implemented/or will implement several initiatives to improve the internal operations of the Agency, and its interaction with outside parties, including the candidates and committees which register with the Agency, and the members of the public who expect to be kept abreast of campaign related data and information.

First, the Agency introduced three (3) new initiatives during Fiscal Year 2022 which expanded the outreach of the OCF Educational Program to reserve the community meeting rooms of the D.C. Public Library Branch located within each of the eight (8) wards to offer monthly seminars commencing March 2022 to fully introduce the residents in each ward, including potential

candidates for office, treasurers and campaign staff and volunteers, to the Fair Elections and Traditional Campaign Finance Programs, how campaigns are funded, and to the role of the Agency to administer the Campaign Finance Laws; established a Candidate/Treasurer Consultation Program to offer one on one consultations to candidates and treasurers with the OCF auditors in both the Fair Elections and the Traditional Campaign Finance Programs commencing February 2022 following the completion of the mandatory entrance conference and the submission of the first Receipts and Expenditures Report, to discuss the reporting requirements and any compliance issues specific to the campaign; and developed an Audit Training Program to introduce the full range of the audit process, including the conduct of desk reviews, full field and random periodic audits, and post-election audits. The OCF posted the OCF 2022 Schedule of Training Seminars on the OCF Website, www.ocf.dc.gov, on January 11, 2022, which included the dates for the Audit Programs and the Sessions at the D.C. Public Library. The One-on-One Candidate/Treasurer Consultation Program commenced February 1, 2022 in both the Fair Elections Program (FEP) and the Traditional Campaign Finance Program, by the respective Audit Programs, which held a combined total of thirty-six (36) sessions throughout the remainder of the Fiscal Year. The FEP and RAAD Audit Divisions developed Power Point Presentations for the Audit Training Sessions which introduced the full range of the Audit Process in both Programs. The first onsite Seminar at the Public Library was rescheduled from March 2022 to April 20, 2022, due to public health concerns, and was available at the Tenley Branch of the Public Library to highlight certain aspects of the Fair Elections Program and the Traditional Campaign Finance Program, and the role of the Agency to administer the Campaign Finance Laws. The Office of Campaign Finance remained available monthly on the following scheduled dates at various Branches of the Public Library throughout the remainder of the Fiscal Year:

- May 18 – MLK Library (Ward 2)
- June 15 – Woodridge Library (Ward 5)
- July 20 – Southwest Library (Ward 6)
- August 17 – Benning Library (Ward 7)
- September 14 – Anacostia Library (Ward 8)
- October 12 – Mount Pleasant (Ward 1)

Second, the Fair Elections Division, as the result of the onset of the COVID-19 pandemic in March 2020, continued to offer one on one virtual training and technical assistance through meetings conducted with candidates on the effective use of the FEP E-Filing System to submit financial reports online and upload contributor receipts and affirmations and committee financial documents. On each deadline for the filing of financial reports, the FEP Division offered technical assistance to users on the use of the FEP E-Filing System to report campaign activity. The FEP Program received, and desk reviewed approximately 286 financial reports online. Each contribution reported was verified for compliance with the reporting requirements.

Third, the Agency, during Fiscal Year 2022, through rulemaking, mandatory and public training, Notices at the OCF Web Site, and the revision of OCF Forms, Brochures, and Training Materials, continued to keep the public informed of the amendments to the Campaign Finance Laws, applicable September 11, 2019, by virtue of D.C. Law 22-250, the “Campaign Finance Reform Amendment Act of 2018, effective March 13, 2018, as amended, by D.C. Law 23-0016, the “Fiscal Year 2020 Budget Support Act of 2019,” effective September 11, 2019.

The Agency continued to incorporate virtual Mandatory Training Conferences for new registrants (candidates and treasurers). During Fiscal Year 2022, and Fiscal Year 2023, to date, 158 (69) new Treasurers and (89) Candidates completed the Mandatory Entrance Conference online and received instruction on their duties and responsibilities under the Campaign Finance Act. The online training is available on the committee’s page. The candidate/treasurer must sign into the e-filing system to complete the training. The training must be viewed in its entirety (the system will not allow the viewer to fast forward or to stop and return to the training), and once completed, the OCF receives an auto generated email notifying the OCF that a specific named person has completed the training. The email is used as verification of the compliance of the candidate/treasurer with the mandatory training requirement. During Fiscal Year 2020, the Agency revised the ANC Training Guide at the OCF Website to aid ANC Candidates in understanding the reporting requirements for this Office. Before the date of the Training Seminars scheduled for ANC Candidates in September and December 2022, the Agency directed emails to approximately 150 of the candidates for the September Training, and to all 460 Candidates for the Office of Advisory Neighborhood Commission Member who registered

with the Board of Elections to participate in the November 2022 General Election and provided an email address, to attend the Seminar.

As previously noted in Oversight Hearings, the Office of Campaign Finance established the Advisory Neighborhood Commission (ANC) Educational Outreach Initiative to reach a wider audience for the dissemination of information about the new Fair Elections Program. During Fiscal Year 2019, the Office of Campaign Finance partnered with the Office of Advisory Neighborhood Commissions to request the inclusion of the OCF on the public meeting agendas of the 40 ANCs, which consist of the 296 Single Member Districts, located in Wards 1 through 8, to introduce the Fair Elections Program to the community. The Agency requested by email directed to the ANC Chairpersons to be placed on the respective ANC meeting agendas to inform their constituents about the Public Financing Program. Commencing March 2022, the Agency once again notified the ANCs of the availability of the Agency to present information on the OCF at community ANC Meetings presented in a virtual format. The Office of Campaign Finance successfully presented the highlights of the new Fair Elections Program and the Traditional Campaign Finance Program during the 2022 Fiscal Year at eight (8) ANC virtual meetings: March 2, 2022 – ANC 1C; March 9, 2022 – ANC 1A and ANC 3E; March 15, 2022 – ANC 3F; March 28, 2022 – ANC 3G; April 4, 2022 – ANC 3B; May 23, 2022 – ANC 4B; and June 1, 2022 – ANC 2F.

On December 5th, 2022, the Agency began to direct emails to the forty (40) Advisory Neighborhood Commissions (the ANCs) to once again notify the ANCs of the availability of the Agency to present information on the OCF at community ANC Meetings presented in a virtual format commencing February 2023, and to date the OCF has presented information at the February 9, 2023 ANC 3B and the February 15, 2023 Virtual Meetings.

During the Months of April, July and August of 2022, the OCF partnered with the Metropolitan Police Department (MPD) and other District Agencies to participate in the Beat the Streets (BTS) Community Outreach events held in several of the City's 8 Wards to provide residents with information about the Programs of the Agency and answer their questions, and to improve

community relations, and in November and December 2021, accompanied the Board of Elections to Voter Registration events, as enumerated below:

Metropolitan Police Department’s “Beat the Streets” Community Outreach Events

Police District & Wards	Event Date	Location
Seventh District (Ward - 8)	April 12, 2022	Potomac Gardens 1200 block I St, SE
Seventh District (Ward - 8)	April 13, 2022	Hendley Elementary 4200 6th St, SE
Seventh District (Ward - 8)	April 14, 2022	DCPL Anacostia Library 1800 block Good Hope Rd, SE
Seventh District (Ward - 8)	July 8, 2022	BTS Summer Kick-Off 600 Mellon St, SE
Sixth District (Ward - 8)	July 13, 2022	Anacostia Library 1800 Good Hope Rd. SE
Sixth District (Ward - 7)	July 15, 2022	Stoddert Terr./Ft. Dupont 200 37 th Place SE
Fifth District (Ward - 5)	July 19, 2022	Starburst Plaza 15 th & Bladensburg Rd. NE
Third District (Ward - 1)	July 21, 2022	African American Civil War 1925 Vermont Ave. NW
Fifth District (Ward-5)	July 25, 2022	Edgewood 600 Evarts St, NE
First District (Ward - 6)	July 27, 2022	Capitol Hill 810 D. St. NW
Sixth District (Ward - 7)	July 29, 2022	Falls Terrace 500 Alabama Ave., SE
Seventh District (Ward - 8)	August 2, 2022	Hartford 3000 30 th St, SE
Fourth District (Ward - 4)	August 4, 2022	Petworth 9 th & Taylor St. NW
Seventh District (Ward - 8)	August 8, 2022	10th Bellevue DCPL Back-To-School 115 Atlantic St. SW
First District (Ward – 6)	August 10, 2022	DC Wharf 900 Main St. SW
Seventh District (Ward - 8)	August 12, 2022	Giant Food (Parking Lot) 1535 Alabama Avenue, SE
Seventh District (Ward - 8)	August 16, 2022	Malcom X 600 LeBaum St. SE
Seventh District (Ward - 8)	August 18, 2022	Congress Park 1300 Congress Street, SE

- November 10, 2021 – 65 Massachusetts Avenue, N.W. (Central Union Mission)

- December 21, 2021 – 801 Mt. Vernon Place, N.W. (23rd Annual Senior Holiday Celebration in the Walter E. Washington Convention Center).

On August 31, 2021, correspondence was sent out to the member associations of the Federation of Citizens Associations of the District of Columbia (the Federation) requesting to speak briefly at one of their upcoming meetings during Fiscal Year 2022 about the Agency’s Traditional and Fair Elections Program. In response, the President of the Federation, Phil Thomas, notified the OCF that the Federation was currently on summer recess and promised to reach out once meetings were resumed in September. Below is a list of the twenty-five (25) member associations contacted:

List of Member Associations contacted on August 31, 2021

1. Brookland Neighborhood Civic Association
2. Bellevue Neighborhood Civic Association
3. Cleveland Park Citizens Association
4. Concerned Neighbors Inc.
5. Congress Heights Community Association
6. Deanwood Civic Association
7. Dupont Circle Citizens Association
8. Empower DC
9. Forest Hills Citizens Association
10. Fort Gaines Civic Association
11. Fort Stanton Civic Association
12. Glover Park Citizens Association
13. Hillcrest Community Civic Association
14. Historic Anacostia Block Association
15. Kalorama Citizens Association
16. Marshall Heights Civic Association
17. Marshall Heights Community Development Organization
18. Michigan Park Citizens Association
19. Palisades Citizens Association
20. Penn Branch Citizens/Civic Association
21. River Terrace Community Organization
22. Shepherd Park Citizens Association
23. Spring Valley Civic Association
24. Tenleytown Neighbors Association
25. West End Citizens Association

For Fiscal Year 2023, on February 9, 2023, the Agency again began to notify the above listed Civic Associations of its availability during the 2023 Calendar Year to appear at the scheduled meetings of the Associations to present information on the Programs of the Office of Campaign Finance.

On January 21, 2022, the Agency emailed the Chamber of Commerce, to the attention of the Chamber's Director of Government Affairs & External Relations, the OCF 2022 Schedule of Virtual Training Seminars, and the link to the Power Point Presentation for Business Contributors available at the OCF Website, for distribution to its membership. The Agency will email the link and the 2023 OCF Schedule of Training to the Chamber once the Schedule becomes available.

The goal of the OCF Community Outreach Program is to participate in community events to expand the audience through which information may be disseminated on the Campaign Finance Laws and the role of the Agency to administer the laws. The increased efforts of the Agency to inform and educate the public about the Campaign Finance Laws and the new Fair Elections Program through community outreach, strengthens the public's knowledge and confidence in the integrity of the election process, public office, and the ability of this Agency to enforce the Laws where violated.

The Agency also proceeded to improve the transparency of the operations of the Agency through the enhancement of the E-Filing and Disclosure System through the following tasks to offer:

- (1) A new module for tracking referrals of delinquent matters to the Office of the General Counsel for Enforcement, including PIRM, RAAD, and FEP referrals. The module is available in both the Traditional e-Filing and the FEP e-filing System.

This new module enables the OCF staff to electronically send referrals to the Office of General Counsel, and to monitor and update the status of these referrals.

- (2) Implemented a new Schedule (A8) for the Political Action Committees to report contributions that were used by the PAC to make independent expenditures.

The Office of the General Counsel continued to identify the subject matter of each of the “Complaints and Final Decisions” as listed at the Enforcement Link at the OCF Website which enables the public to search the cases by topic. The revision of the “Complaints and Final Decisions” Link at the OCF Website during FY 18 to include a search feature by topic provides a more user-friendly resource for the public relative to the location and application of the Campaign Finance Laws by the Agency in specific types of investigative matters.

Last, The Office of Campaign Finance conducted Site Visits to 22 of the 39 Early Voting Centers and to 31 of the 90 Voting Centers open during the June 21, 2022 Primary Election, and to 14 of the Early Voting Centers and to 51 of the Vote Centers open during the November 8, 2022 General Election. The Site Visits offered the opportunity for the OCF Team to be in the Community and interact with District Residents and provide counsel and guidance where necessary concerning the application of the Campaign Finance Laws. The OCF Team observed in general during the Site Visits that campaign disclaimers were properly placed on campaign literature and posters, that activity at the polls adhered to the electioneer marker restrictions, and that there were no complaints from the public concerning campaign related activities.

During Fiscal Year 2023, the Agency will implement new Initiatives to improve the internal operations of the Agency, and its interaction with outside parties, including the upgrade of the Traditional Campaign Finance E-Filing System to enable the upload on each filing deadline of documentation supporting the receipts and expenditures stated in Financial Reports (bank statements, deposit slips, contributor cards, loan documents, and invoices) to provide greater transparency and a more robust review of the Reports by the Audit Division; the development of the Post-Election Report for the 2022 Election Cycle due in August 2023 of the Fair Elections Program which will include the contributor and expenditure information for the candidates, and the amount of public funds received by each, and the review of the national trends in public financing programs, as well as proposals for legislative enactments based on the experience of the Agency following the administration of the Fair Elections Program during two (2) election cycles; and the upgrade of the OCF E-Filing Systems to provide an application to fully implement the provisions of the Campaign Finance Reform Act, as amended, to enable the OCF to identify prohibited contributions through a cross reference of the lists of covered contractors

and their principals when made publicly available by District contracting authorities, of contracts above a certain amount, and to notify contractors and prohibited recipients' about potential violations.

The identification of unlawful contributions by the OCF is dependent upon the enhancement in the first instance of the doing business database (D.C. Official Code § 2-361.04) regarding district procurement to capture the data listing the covered contractors and their principals, the prohibited recipients for contracts based on the estimated value, and the respective prohibited periods as defined by D.C. Official Code §1-1161.01 (45c). Although the approved OCF FY 21 Budget included \$100,000.00 in non-personal services local funds for the upgrade of the OCF E-Filing and Disclosure System to implement the Covered Contractor Contribution provisions, the contracting authorities purportedly did not have the resources during Fiscal Year 2021 to implement the responsibilities imposed by the provisions. Thereafter, resources were allocated during Fiscal Year 2022 to the contracting authorities for the implementation of the Covered Contractor Provisions. The procurement database was not upgraded, however, and the OCF was not able to proceed with the enhancement of the OCF E-Filing and Disclosure System.

As of this date in Fiscal Year 2023, the OCF is engaged in ongoing discussions with the Office of Contracting and Procurement (OCP) and the Office of the Chief Technology Officer (OCTO) concerning the development and build of the system to implement the Campaign Reform Amendment Act, specifically the "Covered Contractor" Provisions. The OCF is confident that the OCF Approved Fiscal Year 2023 Budget will sufficiently support the funding of the necessary upgrades to the OCF E-Filing and Disclosure Applications to ensure the interaction of the OCP "Doing Business" Database with the OCF System. When the procurement database is updated, the OCF will proceed to procure the services necessary to upgrade its system to enable the import of data from the doing business database into the OCF database to facilitate the matching process and identify the prohibited contributions.

Last, the OCF Post-Election Audit Programs will be initiated for the 2022 Election Cycle. The Reports and Analysis and Audit Division initiated the Post-Election Audit Program for the campaign operations of the newly elected Public Officials who were registered in the Traditional Campaign Finance Program as Candidates and certified as Winners by the Board of Elections on

November 30, 2022, in the November 8, 2022 General Election. The Audits were initiated by correspondence dated February 1, 2023, which required the Candidates to submit all their financial records to the Office of Campaign Finance from the date of the respective registration of the principal campaign committee to the date of the Election. The audits are ongoing. The audits will ensure that the public record provides a full and accurate portrayal of campaign operations in the Traditional Campaign Finance Program. The Fair Elections Program Division will initiate on March 6, 2023, the Post-Election Audits of the campaign operations of the 31 Candidates certified to participate in the Program during the June 21, 2022 Primary Election; and on June 5, 2023, the Post-Election Audits of the campaign operations of the 11 Candidates certified to participate in the Program during the November 8, 2022 General Election. The Audits will ensure the proper use of public funds received by candidates certified to participate in the Fair Elections Program during the 2022 Election Cycle.

38. What are the agency's top five priorities? Please explain how the agency expects to address these priorities in the remainder of FY23. How did the agency address its top priorities listed for this question last year?

RESPONSE:

I. FY 23 PRIORITIES

The top five priorities for the Agency in Fiscal Year 2023, and how the Agency expects to address those priorities, in no particular order, are as follows:

- (1) The Office of Campaign Finance will develop and publish at the OCF Website, www.ocf.dc.gov, Brochures, Fact Sheets, and Educational Materials for the 2024 Election Cycle; formulate the funding requirements for the 2024 Election Cycle using the expenditure totals of the successful candidates in the 2020 and 2022 Election Cycles; and initiate the OCF Outreach Program to the Advisory Neighborhood Commissions and Civic Associations of the availability of the Agency to present information at community meetings, as well as participate in community events with the Board of Elections to disseminate information concerning the Fair Elections and Traditional Campaign Finance Programs of the Agency. The Agency has started the drafting of brochures for the 2024 Election Cycle; formulated the cost projections for the 2024 Election Cycle in December 2022 for inclusion in the Fiscal Year 2024

Budget Proposal for the Office of Campaign Finance; and contacted the ANCs by email on December 5, 2022, to notify the Commission Chairpersons of the availability of the Agency to present at their Constituent meetings.

- (2) The Upgrade of the OCF E-Filing Systems to provide an application to fully implement the provisions of the Campaign Finance Reform Act, as amended, to enable the OCF to identify prohibited contributions through a cross reference of the lists of covered contractors and their principals when made publicly available by District contracting authorities, of contracts above a certain amount, and to notify contractors and prohibited recipients' about potential violations. The identification of unlawful contributions by the OCF is dependent upon the enhancement in the first instance of the doing business database (D.C. Official Code § 2-361.04) regarding district procurement to capture the data listing the covered contractors and their principals, the prohibited recipients for contracts based on the estimated value, and the respective prohibited periods as defined by D.C. Official Code §1-1161.01 (45c). Although the approved OCF FY 21 Budget included \$100,000.00 in non-personal services local funds for the upgrade of the OCF E-Filing and Disclosure System to implement the Covered Contractor Contribution provisions, the contracting authorities purportedly did not have the resources during Fiscal Year 2021 to implement the responsibilities imposed by the provisions. Thereafter, resources were allocated during Fiscal Year 2022 to the contracting authorities for the implementation of the Covered Contractor Provisions. The procurement database was not upgraded, however, and the OCF was not able to proceed with the enhancement of the OCF E-Filing and Disclosure System.

As of this date in Fiscal Year 2023, the OCF is engaged in ongoing discussions with the Office of Contracting and Procurement (OCP) and the Office of the Chief Technology Officer (OCTO) concerning the development and build of the system to implement the Campaign Reform Amendment Act, specifically the “Covered Contractor” Provisions. The OCF is confident that the OCF Approved Fiscal Year 2023 Budget will sufficiently support the funding of the necessary upgrades to the

OCF E-Filing and Disclosure Applications to ensure the interaction of the OCP “Doing Business” Database with the OCF System. When the procurement database is updated, the OCF will proceed to procure the services necessary to upgrade its system to enable the import of data from the doing business database into the OCF database to facilitate the matching process and identify the prohibited contributions.

- (3) Post-Election Audits for the 2022 Election Cycle will be initiated by both the Fair Elections Program of the campaign operations of the principal campaign committees of all candidates who were certified to participate in the FEP and received public funds, and by the Traditional Campaign Finance Program of the campaign operations of those candidates newly elected to Office in the November 2022 General Election. By correspondence dated February 1, 2023, the Traditional Campaign Finance Program initiated the full field audits of the campaign operations of four (4) Public Officials newly elected in the November 2022 General Election. The Fair Elections Program Division will commence the Full Field Audits of the campaign operations of the forty-two (42) candidates certified in the Program and eligible to receive public funds in the 2022 Election Cycle during the Month of March 2023.
- (4) The development of the Post-Election Report for the 2022 Election Cycle due in August 2023 of the Fair Elections Program which will include the contributor and expenditure information for the candidates, and the amount of public funds received, and the review of the national trends in public financing programs, as well as proposals for legislative enactments based on the experience of the Agency following the administration of the Fair Elections Program during two (2) election cycles. (In Development).
- (5) The upgrade of the Traditional Campaign Finance E-Filing System to enable the upload on each filing deadline of documentation supporting the receipts and expenditures stated in Financial Reports (bank statements, deposit slips, contributor cards, loan documents, and invoices) to provide greater transparency and a more robust review of the Reports by the Audit Division. (In Development)

II. FY22 PRIORITIES

The top priorities for the Agency in Fiscal Year 2022, and how the Agency addressed those priorities follows:

- First, the Agency prioritized the introduction of three (3) new initiatives during Fiscal Year 2022 which expanded the outreach of the OCF Educational Program to reserve the community meeting rooms of the D.C. Public Library Branch located within each of the eight (8) wards to offer monthly seminars commencing March 2022 to fully introduce the residents in each ward, including potential candidates for office, treasurers and campaign staff and volunteers, to the Fair Elections and Traditional Campaign Finance Programs, how campaigns are funded, and to the role of the Agency to administer the Campaign Finance Laws; established a Candidate/Treasurer Consultation Program to offer one on one consultations to candidates and treasurers with the OCF auditors in both the Fair Elections and the Traditional Campaign Finance Programs commencing February 2022 following the completion of the mandatory entrance conference and the submission of the first Receipts and Expenditures Report, to discuss the reporting requirements and any compliance issues specific to the campaign; and developed an Audit Training Program to introduce the full range of the audit process, including the conduct of desk reviews, full field and random periodic audits, and post-election audits. The OCF posted the OCF 2022 Schedule of training Seminars on the OCF Website, www.ocf.dc.gov, on January 11, 2022, which included the dates for the Audit Programs and the Sessions at the D.C. Public Library. The One-on-One Candidate/Treasurer Consultation Program commenced February 1, 2022 in both the Fair Elections Program (FEP) and the Traditional Campaign Finance Program, by the respective Audit Programs, which held a combined total of thirty-six (36) sessions throughout the remainder of the Fiscal Year. The FEP and RAAD Audit Divisions developed Power Point Presentations for the Audit Training Sessions which introduced the full range of the Audit Process in both Programs. The first onsite Seminar at the Public Library was rescheduled from March 2022 to April 20, 2022, due to public health concerns, and was available at the Tenley Branch of the Public Library to highlight certain aspects of the Fair Elections Program and the Traditional Campaign Finance Program, and the role of the Agency to administer the Campaign Finance Laws.

The Office of Campaign Finance remained available monthly on scheduled dates at various Branches of the Public Library throughout the remainder of the Fiscal Year.

- The Fair Elections Act (the “Act”) requires all candidates certified in the Fair Elections Program (FEP) in contested city-wide elections to participate in debates, and permits the candidates registered for these offices in the Traditional Campaign Finance Program (Traditional Program) who qualified for ballot access to participate. The Office of Campaign Finance successfully advertised, scheduled, and hosted the 2022 Debates under the Fair Elections Act for the 2022 Primary and General Elections which provided district residents with the opportunity to hear directly from the candidates. Advertisements for both the Primary and General Election Debates were placed on bus exteriors on various routes throughout the DC area, and on seventeen (17) live boards and mobile ads at WMATA Stations located at the Navy Yard, the Waterfront, Rhode Island Avenue, and Anacostia; radio commercials at WMMJ and WKYS; Capital Community News, leaderboard and tower ads, and the Washington Informer web ads and blasts, and full color print ads; SMS text messages to registered voters; and social media ads on Facebook and Instagram which focused on zip codes 20032, 20020, 20019, 20018, 20017, and 20002. There were seven (7) Partners affiliated with the 2022 DC Debates.

The Agency hosted the 2022 DC Debates on May 16th, 17th, and 19th 2022 in the contested city-wide races scheduled for election during the June 21st, 2022 Primary Election for the Offices of the Mayor, Attorney General, and At-Large Member of the Council. The Debate for the Office of Chairman of the Council was waived. In this city-wide contest, there was only one (1) certified FEP candidate, and the registered candidate in the Traditional Program was unavailable to participate due to scheduling conflicts. The Act waives the debate requirement for a covered office where there is no other FEP participating candidate or non-participating candidate willing to debate. The debates were moderated by the Washington Post Reporters Michael Brice-Sadler and Julie Zauzmer Weil.

The Agency also conducted debates on September 19, 2022, and September 21, 2022, in the contested city-wide races for the Offices of Mayor and At-Large Member of the Council, which were scheduled for election during the November 8, 2022 General Election. Again, all candidates certified to participate in the Fair Elections Program (FEP) in these contested city-wide elections were required to participate in the Debates, and all candidates who achieved ballot access in the Traditional Campaign Finance Program (Traditional Program) were invited to participate. The Debates were moderated by Denise Rolark-Barnes, the Publisher, and Owner of the Washington Informer.

The Debates for both elections were presented in a virtual format and live streamed at the OCF 2022 Debates Website, www.dcdebates.com, where recordings of the Debates remained available for viewing through the November 8, 2022 General Election at www.2022dcdebates.com.

- The Agency will initiate Post-Election Audits of the campaign operations of all candidates certified to participate in the Fair Elections Program in the June 21, 2022, Primary Election who do not proceed to the November 8, 2022, General Election. The Post-Election Audits for the June 2022 Primary Election will be initiated in March 2023.
- D.C. Official Code, § 1-1163.04 (7) (2001 Edition, as amended), requires the Director of the Office of Campaign Finance to publish on December 31st, and every other odd numbered year, a biennial report, summarizing, for the prior two year period, the receipts and expenditures of candidates for public office (except candidates for Advisory Neighborhood Commission Member), and of political committees, including principal campaign, exploratory, inaugural, transition, and legal defense committees; political action committees; and independent expenditure committees. On January 4, 2022, the Agency presented the most recent Biennial Report, the OCF December 31, 2021, Biennial Report of Contributions and Expenditures, to the Mayor and the Council of the District of Columbia, and to the public. The Biennial Report covers the contributions and expenditures of candidates and political committees in the Traditional Campaign Finance Program for the prior two (2) year period from January 2019 through December 2021.

The Office of Campaign Finance published the 2021 Biennial Report at the OCF Website, www.ocf.dc.gov.

The Agency during FY 22 executed its responsibilities associated with core mission and support functions directly related to the collection, review, and disclosure of financial reports, and enforcement responsibilities for the candidates and committees who participated in the 2022 General Election, continuing committees, and the Constituent Service and Statehood Fund Programs. The Agency through the E-Filing and Disclosure System provided real time disclosure of all financial reports electronically filed. Further, the information submitted by filers, pursuant to the Campaign Finance Act, was made available online, within 24 hours of filing in a sortable and searchable format; and all reports and statements were made available for public inspection within 48 hours of receipt. Overall, these efforts collectively serve the public interest by ensuring that the electorate has accurate information upon which it can rely to make educated, informed decisions during the election process.

Through the Traditional Audit Program, the Agency ensured compliance with the reporting requirements, and the complete and accurate representation of campaign financial activity. The Audit Branch completed two (2) full field audits of the campaign operations of candidates newly elected to the Council of the District of Columbia and to the State Board of Education following the certification of the 2020 General Election Results. The Audits resulted in the issuance of one (1) Compliance Audit Report on January 4, 2022, and the issuance of a Non-Compliance Audit Report on February 7, 2022. The Audit Branch completed 584 Desk Reviews of all Reports of Receipts and Expenditures filed with the Agency throughout the Fiscal Year; and issued 111 Requests for Additional Information. The Agency completed and issued sixteen (16) Periodic Audit Reports of the financial reports of the Constituent Service Programs, following the close of the October 1st and April 1st Filing Deadlines; the principal campaign committees of candidates active in the 2022 Election Cycle; and of the continuing political action committees following the January 31st and July 31st Filing Deadlines.

Last, the Agency must recognize the overall success once again of the administration of the Fair Elections Program during the 2022 Election Cycle, the second election cycle of the Program. There were eleven (11) candidates certified as “participating candidates” in the Fair Elections

Program for the November 8, 2022, General Election; and thirty-one (31) Candidates certified as “participating candidates” in the June 21, 2022, Primary Election. The certification of candidates seeking participation in the Fair Elections Program provides the financial ability and impetus for those individuals who may not have otherwise considered elective office to compete in the electoral process, while also amplifying the voice of the qualified small dollar resident individual contributor whose contribution is matched.

Moreover, the following FEP candidates were elected to public office in the November 8, 2022, General Election and certified as winners by the Board of Elections on November 30, 2022 in ten of the 13 Seats available for Election in the November 2022 General Election:

1. Muriel Bowser, Mayor
2. Brian Schwalb, Attorney General
3. Anita Bonds, At-Large Member of the Council
4. Brianne Nadeau, Ward 1 Member of the Council
5. Matthew Frumin, Ward 3 Member of the Council
6. Zachary Parker, Ward 5 Member of the Council
7. Charles Allen, Ward 6 Member of the Council
8. Ben Williams, Ward 1 Member of the State Board of Education
9. Robert Henderson, Ward 5 Member of the State Board of Education
10. Branon Best, Ward 6 Member of the State Board of Education

As of February 22, 2023, the total sum of **\$12,356,756.95** has been disbursed from the Elections Fund in Base Amount and Matching Payments to the forty-two (42) candidates who were certified in the Fair Elections Program to participate in the June 21, 2022, Primary Election, and the November 8, 2022, General Election.

39. Please list each new program implemented by the agency during FY 22 and FY 23, to date. For each initiative please provide:

- a. A description of the initiative;
- b. The funding required to implement the initiative; and
- c. Any documented results of the initiative.

RESPONSE:

I. FY22 PROGRAMS

(1) The Agency introduced three (3) new initiatives during Fiscal Year 2022 which expanded the outreach of the OCF Educational Program to reserve the community meeting rooms of the D.C. Public Library Branch located within each of the eight (8) wards to offer monthly seminars commencing March 2022 to fully introduce the residents in each ward, including potential candidates for office, treasurers and campaign staff and volunteers, to the Fair Elections and Traditional Campaign Finance Programs, how campaigns are funded, and to the role of the Agency to administer the Campaign Finance Laws; established a Candidate/Treasurer Consultation Program to offer one on one consultations to candidates and treasurers with the OCF auditors in both the Fair Elections and the Traditional Campaign Finance Programs commencing February 2022 following the completion of the mandatory entrance conference and the submission of the first Receipts and Expenditures Report, to discuss the reporting requirements and any compliance issues specific to the campaign; and developed an Audit Training Program to introduce the full range of the audit process, including the conduct of desk reviews, full field and random periodic audits, and post-election audits. The OCF posted the OCF 2022 Schedule of training Seminars on the OCF Website, www.ocf.dc.gov, on January 11, 2022, which included the dates for the Audit Programs and the Sessions at the D.C. Public Library. The One-on-One Candidate/Treasurer Consultation Program commenced February 1, 2022 in both the Fair Elections Program (FEP) and the Traditional Campaign Finance Program, by the respective Audit Programs, which held a combined total of thirty-six (36) sessions throughout the remainder of the Fiscal Year. The FEP and RAAD Audit Divisions developed Power Point Presentations for the Audit Training Sessions which introduced the full range of the Audit Process in both Programs. The first onsite Seminar at the Public Library was rescheduled from March 2022 to April 20, 2022, due to public health concerns, and was available at the Tenley Branch of the Public Library to highlight certain aspects of the Fair Elections Program and the Traditional Campaign Finance Program, and the role of the Agency to administer the Campaign Finance Laws. The Office of Campaign Finance remained available monthly on scheduled dates at

various Branches of the Public Library throughout the remainder of the Fiscal Year. There was no additional cost associated with these Initiatives.

- (2) The Agency developed a new Administrative Module to track the Referral and Resolution of PIRM, RAAD, and FEP of Delinquent Matters to the Office of the General Counsel for Enforcement - (Completed). The cost for this Initiative was \$11,120.00.
- (3) The Office of Campaign Finance organized, publicized, and conducted Debates in the city-wide contests scheduled for election in the June 21, 2022, Primary Election, and the November 8, 2022. The Debates provided voters with the opportunity to hear directly from candidates on the issues that are important to District Residents. The Office of Campaign Finance employed Public Service Announcements, Radio, Bus, and Digital Ads, and Videos to increase the scope of its outreach to the public, and to educate the residents of the District of Columbia about the Fair Elections Program more effectively, and as previously discussed, any scheduled candidate debates. The cost of the Debate Program during Fiscal Year 2022 for the 2022 Election Cycle was \$339,680.00.
- (4) The Office of Campaign Finance published the 2021 Biennial Report. Following the filing deadline of each Reports of Receipts and Expenditures, the Office of Campaign Finance produces Summary Reports of Contribution Information by Denomination and Donor Type and Expenditure Information by Type, with visuals (pie charts) to denote percentages, generated by the OCF Database when financial reports are submitted, and made available for public review and search at the OCF Website. The Reports and Summaries may be searched by Filer Type, Filing Year, and Report Name. The Summary Reports provide the foundation for the Biennial Report of Contributions and Expenditures which the Office of Campaign Finance must publish in an electronic format by December 31st of each odd numbered year, pursuant to the provisions of D.C. Official Code § 1-1163.04 (7)(B), as recently amended. The Biennial Report describes the receipts and expenditures of candidates for elective office, except for ANC candidates, and principal campaign committees in the Traditional Campaign Finance Program for the prior two-year period, in dollar amount and percentage terms, by donor categories and

size of the donation, and expenditure type. Graphs are used to present the percentage terms. The receipts and expenditures of the political action committees, independent expenditures, and the exploratory, inaugural, transition, and legal defense committees must also be summarized. The December 31, 2021, Biennial Report of the Office of Campaign Finance was published at the OCF Website on January 4, 2022. There was no additional cost attached to this Initiative.

II. FY23 PROGRAMS

During FY 23, to date, the Office of Campaign Finance will initiate the following initiatives/programs:

- (1) The upgrade of the Traditional Campaign Finance E-Filing System to enable the upload on each filing deadline of documentation supporting the receipts and expenditures stated in Financial Reports (bank statements, deposit slips, contributor cards, loan documents, and invoices) to provide greater transparency and a more robust review of the Reports by the Audit Division. Any costs associated with this Initiative/Program will be absorbed by the Maintenance and Upgrade Contracts procured by the Agency during Fiscal Year 2023 for the OCF E-Filing Systems.
- (2) The development of the Post-Election Report for the 2022 Election Cycle due in August 2023 of the Fair Elections Program which will include the contributor and expenditure information for the candidates, and the amount of public funds received, and the review of the national trends in public financing programs, as well as proposals for legislative enactments based on the experience of the Agency following the administration of two (2) election cycles. There is no cost associated with this Initiative/Program.
- (3) The Upgrade of the OCF E-Filing Systems to provide an application to fully implement the provisions of the Campaign Finance Reform Act, as amended, to enable the OCF to identify prohibited contributions through a cross reference of the lists of covered contractors and their principals when made publicly available by District contracting authorities, of contracts above a certain amount, and to notify contractors and prohibited recipients' about potential

violations. The identification of unlawful contributions by the OCF is dependent upon the enhancement in the first instance of the doing business database (D.C. Official Code § 2-361.04) regarding district procurement to capture the data listing the covered contractors and their principals, the prohibited recipients for contracts based on the estimated value, and the respective prohibited periods as defined by D.C. Official Code §1-1161.01 (45c). Although the approved OCF FY 21 Budget included \$100,000.00 in non-personal services local funds for the upgrade of the OCF E-Filing and Disclosure System to implement the Covered Contractor Contribution provisions, the contracting authorities purportedly did not have the resources during Fiscal Year 2021 to implement the responsibilities imposed by the provisions. Thereafter, resources were allocated during Fiscal Year 2022 to the contracting authorities for the implementation of the Covered Contractor Provisions. The procurement database was not upgraded, however, and the OCF was not able to proceed with the enhancement of the OCF E-Filing and Disclosure System.

As of this date in Fiscal Year 2023, the OCF is engaged in ongoing discussions and bi-weekly meetings with the Office of Contracting and Procurement (OCP) and the Office of the Chief Technology Officer (OCTO) concerning the development and build of the system to implement the Campaign Reform Amendment Act, specifically the “Covered Contractor” Provisions. The OCF is confident that the OCF Approved Fiscal Year 2023 Budget will sufficiently support the funding of \$100,000.00 to procure the necessary upgrades to the OCF E-Filing and Disclosure Applications to ensure the interaction of the OCP “Doing Business” Database with the OCF System. When the procurement database is updated, the OCF will proceed to procure the services necessary to upgrade its system to enable the import of data from the doing business database into the OCF database to facilitate the matching process and identify the prohibited contributions.

40. How does the agency measure programmatic success? Please discuss any changes to outcomes measurement in FY22 and FY23, to date.

RESPONSE:

In general, the Agency measures the success of certain aspects of its Programs (Legal, Audit, Public Information, and the Fair Elections Program) based upon the ability to complete/perform

defined tasks within a time certain, established by the Campaign Finance Laws or Regulations, or the OCF Standard Operating Procedures. For example, the desk review of financial reports and the conduct of informal hearings must be completed before the next filing deadline; interpretative opinions must be issued within thirty (30) days of request; random audits must be completed within sixty days of initiation; financial reports must be made available for public review within 48 hours of receipt; requests for expedited advice must be resolved within fifteen (15) days; and the certification of FEP candidates within ten (10) business days of filing the affidavit declaring compliance with the Act. In other areas, the success of a program may be based on the actual number of participants for a specific activity. Specifically, the measure for the success of the Mandatory Electronic Filing Program and the Mandatory Training Program has been based on the number of registrants with the Office of Campaign Finance who have complied with both Programs. Moreover, the decrease in the initiation of enforcement actions may be directly attributable to the success of these Programs and the personal accountability required of candidates and treasurers through the certification to follow and comply with the Campaign Finance Laws. The achievement of these goals ensures the timely, accurate, and complete portrayal of campaign operations and the disclosure of financial records to the public upon which it can rely to make informed decisions in the election process.

During FY22, the Office of Campaign Finance achieved a 100% compliance rate with the legislative mandate to file all financial reports online at the OCF Website. 794 of the 794 total reports received during FY 22 were filed electronically. The submission of financial reports online provides the public with real time access to the financial transactions reported by candidates, committees, and the Constituent Service and Statehood Fund Programs. The OCF fully utilized its Educational Training Program, Website, Social Media Platforms, and Filer Pre-Notification Program to reinforce to the filing community the legislative mandate to submit all financial reports online with the OCF, unless actual hardship in complying is demonstrated.

In addition, the OCF achieved a 100 % compliance rate for newly registered candidates (89 of 89) and 100% compliance rate for newly registered treasurers (69 of 69) of newly organized committees to complete the Mandatory Entrance Conference. The names of the participants were posted at the OCF Web Site and included in the monthly production statistics of the Agency presented to the Board of Elections.

The 100% compliance rate for candidates and the 100% rate for treasurers assured the residents of the District of Columbia that the filing community has participated in and received training to specifically address their obligations and duties under the Campaign Finance laws and made a commitment to comply with those laws. The compliance rate also promotes voluntary compliance with the Campaign Finance Laws as demonstrated through the 95% compliance rate achieved for the filing of Reports of Receipts and Expenditures by the total required filers who complied with the reporting requirements during Fiscal Year 2022. The Agency uses Surveys in its onsite Educational Program to assess the content and performance of the trainer, and online surveys to evaluate the E-Filing System and the Website content and services.

During Fiscal Year 2020, consistent with recent amendments to the Fair Elections Act, the Agency added a new Objective Number 6, “Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements.” The three (3) 2020 Key Performance Indicators for the Objective are: “Percent of Base Amount and Matching Payments authorized for disbursement within five (5) days of the certification of a candidate into the Fair Elections Program;” “Percent of candidates determined to meet requirements for certification by OCF within ten (10) business days of filing the affidavit declaring compliance with the Fair Elections Program;” and “Percent of matching payments directed for disbursement to participating candidates within five (5) days after the receipt of financial reports.” The two (2) 2020 Workload Measures associated with this Objective are: the “Total number of candidates certified as participating candidates in the Fair Elections Program;” and the “Total number of pre-election and post-election audits completed by the Fair Elections Program.”

For Fiscal Year 2021, the Key Performance Indicators for new Objective Number 6, “Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements,” were revised, consistent with recent amendments to the Fair Elections Act. The 2020 Key Performance Indicator “Percent of Base Amount and Matching Payments authorized for disbursement within five (5) days of the certification of a candidate into the Fair Elections Program” was revised to state “Percent of Base Amount and Matching Payments authorized for disbursement within five (5) business days of the

certification of a candidate into the Fair Elections Program.” The 2020 Key Performance Indicator “Percent of candidates determined to meet requirements for certification by OCF within ten (10) business days of filing the affidavit declaring compliance with the Fair Elections Program” was not revised. The 2020 Key Performance Indicator “Percent of matching payments directed for disbursement to participating candidates within five (5) days after the receipt of financial reports” was revised to state “Percent of matching payments directed for disbursement to participating candidates within five (5) business days after the receipt of financial reports.”

The two (2) 2021 Workload Measures associated with this Objective remained unchanged and are: “Total number of candidates certified as participating candidates in the Fair Elections Program;” and “Total number of pre-election and post-election audits completed by the Fair Elections Program.”

There have been no changes to outcome measurements in Fiscal Years 2022, and 2023 to date.

41. What are the top metrics and KPIs regularly used by the agency to evaluate its operations? Please be specific about what data points are monitored by the agency.

RESPONSE:

The OCF Key Performance Indicators, Measures and Target, and the Workload Measures for each Program are discussed below:

(1) Provide fair, effective, and timely enforcement programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act. (3 Key Performance Indicators and 3 Workload Measures)

a. Percent of informal hearings conducted and closed before the next filing deadline. The target is 100%. The objective of the Office of the General Counsel is to conduct informal hearings and resolve alleged violations of the reporting requirements prior to the next filing deadline. The corresponding Workload Measure is the “Total Number of informal hearings conducted”, which information is collected from the monthly activity reports of the OGC (which include the number of “Informal Hearings Referred,” “Informal Hearings completed”, and “Informal Hearing Orders Issued”), and is based upon the actual date of the referral of the reporting deficiency for

enforcement, the notices of hearings, the Orders of the Director published at the OCF Website disposing of these matters, and the next filing date of the filer.

- b. Percent of Interpretative Opinions issued within thirty (30) days. The target is 100%. Section 3305.5 of Title 3, "Elections and Ethics," of the Regulations of the Board of Elections requires the Director of Campaign Finance to respond in writing within thirty (30) days of the acceptance for review of a request for an interpretative opinion. The corresponding Workload Measure is the "Total number of Interpretative Opinions and Expedited Advice issued". The OCF collects data to evaluate this measure from the monthly activity reports of the Office of the General Counsel, which include the number of requests received and issued; and is based upon the records of the General Counsel which docket the date of receipt of the request and assign a number that identifies the calendar year of receipt and the sequential order in which the request was received, and the date the Interpretative Opinion is issued and published at the OCF Website. The OCF determines whether the target of issuance within thirty (30) days was achieved from comparing the date of actual receipt against the date the opinion was issued, using the afore-mentioned sources.

- c. Percent of expedited advice for time-sensitive election related matters issued within fifteen (15) days of request. The target is 100%. The corresponding Workload Measure is the "Total number of Interpretative Opinions and Expedited Advice issued." The OCF collects data to evaluate this measure from the monthly activity reports of the Office of the General Counsel, which include the number of requests for "Internal Queries" received and issued; and is based upon the records of the General Counsel which docket the date of receipt, assign an advice number that includes the calendar year of receipt and the sequential order in which the request was received; and the date the advice is issued in writing. The OCF determines whether the target of issuance within fifteen (15) days was achieved from comparing the date of actual receipt against the date the advice was issued, using the afore-mentioned sources.

(2) Provide high quality educational outreach services (entrance conferences, training seminars, publications, and online tutorials) to increase full disclosure and voluntary compliance with the Campaign Finance Act (1 Workload Measure and one Key Performance Indicator)

- a. Percent of new candidates and treasurers who receive mandatory training. The corresponding Workload Measure is the “Total number of mandatory training conferences conducted. The target is 100%. D.C. Official Code § 1- 1163.04 (7A) requires the candidates and treasurers of each committee to enroll in mandatory training at the OCF upon their registration. The objective of the measure is to measure the actual compliance with the mandatory training requirement and ensure that each new registrant receives training on the reporting requirements of the Campaign Finance Laws. The OCF collects data to evaluate this measure from the monthly activity reports of the Public Information and Records Management Division, which states the number of new candidate and committee registrations received during the coverage period, based on information stored in the OCF Database, the names of the participants, and the dates of the entrance conferences conducted. At registration, each new candidate, and the treasurer of each new committee, is scheduled for mandatory training. At the conclusion of the training, the participant is issued a Certificate of Completion. The OCF maintains an attendance sheet and copies of the executed certificates in its records. The names of the participants are published at the OCF Website. To validate the actual number of entrance conferences conducted, the OCF generates a list of the new registrants from the OCF Database and compares it to the roster of entrance conference attendees, the executed certificates, and the monthly production reports of the Agency.

Prior to the 2020 Public Health Emergency, the afore-mentioned process applied to onsite mandatory training. By virtue of D.C. Law 23-192, the Initiative and Referendum Process Improvement Amendment Act of 2020, effective March 16, 2021, the Mandatory Training Provisions were permanently amended to authorize the OCF to conduct online training during a period for which the Mayor has declared a public health emergency, pursuant to D.C. Code § 7-

2304.01. On May 15, 2020, the Agency proposed the Notice of Emergency and Proposed Rulemaking to the Board of Elections for adoption on May 6, 2020, to authorize, inter alia, online mandatory training for new candidates and treasurers (67 DCR 5161; May 15, 2020), pursuant to the earlier COVID-19 Response Supplemental Emergency Amendment Act of 2020, effective April 10, 2020 (D.C. Act 23-286; 67 DCR 4178 (April 17, 2020)). The Notice of Final Rulemaking was adopted by the Board of Elections on February 3, 2021 and published in the D.C. Register on February 12, 2021 (Volume 68/7). The online training for new candidates/treasurers is available on the designated committee's page. The candidate/treasurer must sign into the e-filing system to complete the training. The training must be viewed in its entirety (the system will not allow the viewer to fast forward or to stop and return to the training), and once completed, the OCF receives an auto generated email notifying the OCF that a specific named person has completed the training. The email is used as verification of the compliance of the candidate/treasurer with the mandatory training requirement.

(3) Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act. (2 Workload Measures and 2 Key Performance Indicators).

a. Percent of financial reports reviewed, evaluated, and analyzed before the next filing deadline. The target is 100%. D.C. Official Code § 1-1163.03 (a)(1)(H) authorizes the Director to make audits and field investigations from time to time of the financial reports filed under the Act. The corresponding Work Measure is the "Total number of financial reports reviewed, evaluated, and analyzed for the reporting period". The objective is to review each report filed for complete and accurate reporting to ensure full disclosure before the next reporting deadline. The outputs and outcomes of this Performance Indicator are determined based upon the actual number of desk audits completed before the next filing deadline of the financial reports filed on the preceding filing deadline. To monitor this measure, the Agency collects the actual number of financial reports received as reported in the OCF Database, the listings of financial reports referred by the Public Information Division to the Audit Division for review, and the actual number of desk reviews conducted by the Audit Division as maintained in the Division Records and reported in its monthly production statistics

provided to the Board of Elections and published at the OCF Website. To validate the data, the Agency compares the number of actual reports received as captured on the OCF Database, the listings referred by the PIRM Division to the Audit Division for review, and the monthly activity statistics of the Audit Division.

- b. Percent of periodic random audits conducted within sixty (60) days of initiation. The target is 100%. D.C. Official Code § 1-1163.03 (a)(1)(H) authorizes the Director to make audits and field investigations from time to time of the financial reports filed under the Act. The corresponding Work Measure is the “Total number of periodic random and full field audits completed by the Audit Division”. The objective of the measure is to obtain full and complete disclosure of campaign operations through the audit process in a timely manner. To monitor this measure, the Agency researches and collects the actual number of audits conducted based on the monthly production statistics of the Audit Division which report the status of all ongoing audits, the letters of notification to filers of the initiation of audits, the actual number and date of Audit Reports issued by the Director and published at the OCF Website, and the Agency monthly production statistics presented to the Board of Elections and published at the OCF Website. To validate the data, the Agency compares the number of Audit Reports approved by the Director and published at the Website with the OCF monthly production statistics which include the Audit Division statistics, and the audit notification letters.
- (4) Provide a high-quality web-internet based public disclosure system to receive the online submission of financial reports, and to ensure the availability of campaign finance data and information in a manner that is easy to navigate, search, sort, and retrieve at the OCF Website. (Two Workload Measures and One Key Performance Indicator)
- a. Total number of financial reports filed electronically and “Total number of financial reports filed.” The Key Performance Indicator is the “Percent of financial reports filed electronically.” The target is 100%. D.C. Official Code § 1-1163.04 (1A) requires the submission of all financial reports online at the OCF Website, unless an exception to this requirement is granted. The OCF collects data from which to monitor the performance of this measure from the OCF Database which receives and

stores the online submission of financial reports on the required due dates. The OCF generates from the Database a list of the required filers for the various report dates based on the number of active committees registered with the Agency, a list of the actual filers, a list of the reports received electronically, a list of the paper submissions of those registrants granted an exception from the mandatory requirement, and the list of those registrants who failed to file. The total number of required filers from each filing due date, the total number of actual filers, the number of electronic submissions, and the number of failures to file, or requests for extensions are reported in the monthly activity report of the Public Information Division and included in the monthly production report of the Agency provided to the Board of Elections and published at the OCF and BOE Websites. The performance data is validated through the comparison of the list of the online submissions generated by the OCF Database with the list of the actual filers and the paper submissions.

- (5) Create and maintain a highly efficient, transparent, and responsive District Government.
(1 Key Performance Indicator and One Workload Measure)
 - a. Percent of Investigative matters closed within ninety (90) days of opening. The target is 100%. The objective of the Office of the General Counsel is to investigate and resolve complaints within ninety (90) days of receipt, unless the time is extended by the Board of Elections for good cause shown. The corresponding Workload Measure is the “Total number of Investigations completed within 90 days”. The OGC records and monitors the number of complaints received and accepted, and as well as those initiated by the Agency, the date of completion of the investigation, and the date of the entry of the Order of the Director resolving the matter. This information is collected from the monthly activity reports of the Office of the General Counsel, which include the number of complaints received and the status of all investigative matters for the period covered, including whether the investigation is pending or completed, and the date of the issuance of the Order of the Director. At the acceptance of a complaint, the case is assigned a docket number, which notes the calendar year of

receipt and the sequential order in which the complaint was accepted. The Orders of the Director are dated and published at the OCF Website, and the status of all investigations is reported in the OCF monthly statistics provided to the Board of Elections and published at the OCF and BOE Websites. The OCF determines whether the target of completion within ninety (90) days was achieved from comparing the date of actual receipt against the date the investigation was completed, using the afore-mentioned sources.

During Fiscal Year 2019, the Agency introduced two (2) new Key Performance Indicators pertaining to the responsibilities of the Agency to administer the Fair Elections Program, under the Objective Number 3, “Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act”, namely: the “Percent of Base Amount Payments distributed within five (5) business days of the certification of a candidate into the Fair Elections Program;” and the “Percent of candidates determined to meet requirements for certification by OCF within five (5) days of filing the affidavit declaring compliance with the Fair Elections Program.”

For Fiscal Year 2020, consistent with recent amendments to the Fair Elections Act, the Agency added a new Objective Number 6, “Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements.” The three (3) 2020 Key Performance Indicators for the Objective are: “Percent of Base Amount and Matching Payments authorized for disbursement within five (5) days of the certification of a candidate into the Fair Elections Program” (will compare the date of certification with the date of authorization for disbursement directed to the Office of Finance and Resource Management (OFRM) to determine if timeframe met); Percent of candidates determined to meet requirements for certification by OCF within ten (10) business days of filing the affidavit declaring compliance with the Fair Elections Program” (will compare date of filing of the affidavit of the candidate and the treasurer with the date of certification to determine if timeframe met); and “Percent of matching payments directed for disbursement to participating candidates within five (5) days after the receipt of financial reports” (will compare date financial

report filed and date disbursement authorization directed to OFRM). The two (2) 2020 Workload Measures associated with this Objective are: “Total number of candidates certified as participating candidates in the Fair Elections Program;” and “Total number of pre-election and post-election audits completed by the Fair Elections Program.”

For Fiscal Year 2021, the Key Performance Indicators for new Objective Number 6, “Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements”, were revised, consistent with recent amendments to the Fair Elections Act. The 2020 Key Performance Indicator “Percent of Base Amount and Matching Payments authorized for disbursement within five (5) days of the certification of a candidate into the Fair Elections Program” was revised to state “Percent of Base Amount and Matching Payments authorized for disbursement within five (5) business days of the certification of a candidate into the Fair Elections Program.” The 2020 Key Performance Indicator “Percent of candidates determined to meet requirements for certification by OCF within ten (10) business days of filing the affidavit declaring compliance with the Fair Elections Program” was not revised. The 2020 Key Performance Indicator “Percent of matching payments directed for disbursement to participating candidates within five (5) days after the receipt of financial reports” was revised to state “Percent of matching payments directed for disbursement to participating candidates within five (5) business days after the receipt of financial reports.”

The two (2) 2020 Workload Measures associated with this Objective are: “Total number of candidates certified as participating candidates in the Fair Elections Program;” and “Total number of pre-election and post-election audits completed by the Fair Elections Program.”

42. Please identify whether, and if so, in what way, the agency engaged The Lab @ DC in FY22 or FY23, to date.

RESPONSE:

The Agency did not utilize the services of the Lab@ DC during FY22 but will explore how the Lab may assist the Office of Campaign Finance in the performance of its responsibilities during Fiscal Year 2023.

43. Please list the task forces and organizations of which the agency is a member.

RESPONSE:

The Office of Campaign Finance is a Member of the Council on Government Ethics Laws (COGEL). COGEL is an organization of government ethics administrators who work in the fields of governmental ethics, freedom of information, elections, lobbying, and campaign finance. COGEL affords the opportunity to network with colleagues in these fields.

44. Please explain the impact on your agency of any federal legislation passed during FY22 and FY23, to date, which significantly affected agency operations.

RESPONSE:

The Office of Campaign Finance is unaware of any legislation passed at the federal level during FY22 and FY23, to date, which would impact upon this Agency.

45. Please describe any steps the agency took in FY22 and FY23, to date, to improve the transparency of agency operations, including any website upgrades or major revisions.

RESPONSE:

First, following the filing deadline of each Reports of Receipts and Expenditures, the Office of Campaign Finance produces Summary Reports of Contribution Information by Denomination and Donor Type and Expenditure Information by Type, with visuals (pie charts) to denote percentages, generated by the OCF Database when financial reports are submitted, and made available for public review and search at the OCF Website. The Reports and Summaries may be searched by Filer Type, Filing Year, and Report Name. The Summary Reports provide the foundation for the Biennial Report of Contributions and Expenditures which the Office of Campaign Finance must publish in an electronic format by December 31st of each odd numbered year, pursuant to the provisions of D.C. Official Code § 1-1163.04 (7)(B), as recently amended. The Biennial Report describes the receipts and expenditures of candidates for elective office, except for ANC candidates, and principal campaign committees for the prior two-year period, in dollar amount and percentage terms, by donor categories and size of the donation, and expenditure type. Graphs are used to present the percentage terms. The receipts and expenditures

of the political action committees, independent expenditures, and the exploratory, inaugural, transition, and legal defense committees must also be summarized. The December 31, 2021, Biennial Report of the Office of Campaign Finance was published at the OCF Website on January 4, 2022.

Second, during Fiscal Year 2022, and Fiscal Year 2023 to date, the Office of Campaign Finance took the following several steps to improve the transparency of the operations of the Agency through the enhancement of the E-Filing and Disclosure System to add “Training” to the menu bar on the homepage (as opposed to a drop down box where it previously appeared); and will upgrade the Traditional Campaign Finance E-Filing System to enable the upload on each filing deadline of documentation supporting the receipts and expenditures stated in Financial Reports (bank statements, deposit slips, contributor cards, loan documents, and invoices) to provide greater transparency and a more robust review of the Reports by the Audit Division (In Development).

The Agency also introduced three (3) new initiatives during Fiscal Year 2022 to increase the transparency of the Agency Operations in the public domain: expanded the outreach of the OCF Educational Program to reserve the community meeting rooms of the D.C. Public Library Branch located within each of the eight (8) wards to offer monthly seminars commencing March 2022 to fully introduce the residents in each ward, including potential candidates for office, treasurers and campaign staff and volunteers, to the Fair Elections and Traditional Campaign Finance Programs, how campaigns are funded, and to the role of the Agency to administer the Campaign Finance Laws; established a Candidate/Treasurer Consultation Program to offer one on one consultations to candidates and treasurers with the OCF auditors in both the Fair Elections and the Traditional Campaign Finance Programs commencing February 2022 following the completion of the mandatory entrance conference and the submission of the first Receipts and Expenditures Report, to discuss the reporting requirements and any compliance issues specific to the campaign; and developed an Audit Training Program to introduce the full range of the audit process, including the conduct of desk reviews, full field and random periodic audits, and post-election audits. The OCF posted the OCF 2022 Schedule of Training Seminars on the OCF Website, www.ocf.dc.gov, on January 11, 2022, which included the dates for the

Audit Programs and the Sessions at the D.C. Public Library. The One-on-One Candidate/Treasurer Consultation Program commenced February 1, 2022 in both the Fair Elections Program (FEP) and the Traditional Campaign Finance Program, by the respective Audit Programs, which held a combined total of thirty-six (36) sessions throughout the remainder of the Fiscal Year. The FEP and RAAD Audit Divisions developed Power Point Presentations for the Audit Training Sessions which introduced the full range of the Audit Process in both Programs. The first onsite Seminar at the Public Library was rescheduled from March 2022 to April 20, 2022, due to public health concerns, and was available at the Tenley Branch of the Public Library to highlight certain aspects of the Fair Elections Program and the Traditional Campaign Finance Program, and the role of the Agency to administer the Campaign Finance Laws. The Office of Campaign Finance remained available monthly on scheduled dates at various Branches of the Public Library throughout the remainder of the Fiscal Year.

Further, the Fair Elections Division, as the result of the onset of the COVID-19 pandemic in March 2020, continued to offer one on one virtual training and technical assistance through meetings conducted with candidates on the effective use of the FEP E-Filing System to submit financial reports online and upload contributor receipts and affirmations and committee financial documents. On each deadline for the filing of financial reports, the FEP Division offered technical assistance to users on the use of the FEP E-Filing System to report campaign activity. The FEP Program desk reviewed 286 financial reports during FY 22 and FY 23, to date. Each contribution reported was verified for compliance with the reporting requirements.

The Agency, during Fiscal Year 2022, through rulemaking, mandatory and public training, Notices at the OCF Web Site, and the revision of OCF Forms Brochures, and Training Materials, continued to keep the public informed of the amendment of the Campaign Finance Laws.

Further, as you may be aware, the Office of Campaign Finance established the Advisory Neighborhood Commission (ANC) Educational Outreach Initiative to reach a wider audience for the dissemination of information about the new Fair Elections Program. During Fiscal Year 2019, the Office of Campaign Finance partnered with the Office of Advisory Neighborhood Commissions to request the inclusion of the OCF on the public meeting agendas of the 40 ANCs, which consist of the 296 Single Member Districts, located in Wards 1 through 8, to

introduce the Fair Elections Program to the community. The Agency requested by email directed to the ANC Chairpersons to be placed on the respective ANC meeting agendas to inform their constituents about the Public Financing Program. The ANC Educational Outreach Initiative is ongoing. During Fiscal Year 2022, the Agency forwarded emails to the Advisory Neighborhood Commissions, to advise of the availability of the Agency to be placed on the Agendas of the Commissions to attend their virtual meetings and present information on the Fair Elections and Traditional Campaign Finance Programs. The Office of Campaign Finance successfully presented the highlights of the new Fair Elections Program and the Traditional Campaign Finance Program during the 2022 Fiscal Year at eight (8) ANC virtual meetings: March 2, 2022 – ANC 1C; March 9, 2022 – ANC 1A and ANC 3E; March 15, 2022 – ANC 3F; March 28, 2022 – ANC 3G; April 4, 2022 – ANC 3B; May 23, 2022 – ANC 4B; and June 1, 2022 – ANC 2F.

In addition, during the months of April, July and August of 2022, the OCF partnered with the Metropolitan Police Department (MPD) and other District Agencies to participate in the Beat the Streets Community Outreach events held in several of the City’s 8 Wards to provide residents with information about the Programs of the Agency and answer their questions, and to improve community relations, and in November and December 2021, accompanied the Board of Elections to Voter Registration events, as enumerated below:

Metropolitan Police Department’s “Beat the Streets” Community Outreach Events

Police District & Wards	Event Date	Location
Seventh District (Ward - 8)	April 12, 2022	Potomac Gardens 1200 block I St, SE
Seventh District (Ward - 8)	April 13, 2022	Hendley Elementary 4200 6th St, SE
Seventh District (Ward - 8)	April 14, 2022	DCPL Anacostia Library 1800 block Good Hope Rd, SE
Seventh District (Ward - 8)	July 8, 2022	BTS Summer Kick-Off 600 Mellon St, SE
Sixth District (Ward - 8)	July 13, 2022	Anacostia Library 1800 Good Hope Rd. SE
Sixth District (Ward - 7)	July 15, 2022	Stoddert Terr./Ft. Dupont 200 37 th Place SE
Fifth District (Ward - 5)	July 19, 2022	Starburst Plaza 15 th & Bladensburg Rd. NE

Third District (Ward - 1)	July 21, 2022	African American Civil War 1925 Vermont Ave. NW
Fifth District (Ward-5)	July 25, 2022	Edgewood 600 Evarts St, NE
First District (Ward - 6)	July 27, 2022	Capitol Hill 810 D. St. NW
Sixth District (Ward - 7)	July 29, 2022	Falls Terrace 500 Alabama Ave., SE
Seventh District (Ward - 8)	August 2, 2022	Hartford 3000 30 th St, SE
Fourth District (Ward - 4)	August 4, 2022	Petworth 9 th & Taylor St. NW
Seventh District (Ward - 8)	August 8, 2022	10th Bellevue DCPL Back-To-School 115 Atlantic St. SW
First District (Ward – 6)	August 10, 2022	DC Wharf 900 Main St. SW
Seventh District (Ward - 8)	August 12, 2022	Giant Food (Parking Lot) 1535 Alabama Avenue, SE
Seventh District (Ward - 8)	August 16, 2022	Malcom X 600 LeBaum St. SE
Seventh District (Ward - 8)	August 18, 2022	Congress Park 1300 Congress Street, SE

- November 10, 2021 – 65 Massachusetts Avenue, N.W. (Central Union Mission)
- December 21, 2021 – 801 Mt. Vernon Place, N.W. (23rd Annual Senior Holiday Celebration)

The Agency continued to use its social media platforms to keep the public informed of any information of interest to District Residents relative to the activity in the Office of Campaign Finance, including community appearances, filing deadlines, and the availability of financial reports for review online.

In addition, during Fiscal Year 2022, the Agency continued to incorporate virtual Mandatory Training Conferences for new registrants (candidates and treasurers). Eighty-Nine (89) new Candidates and Sixty-Nine (69) new Treasurers in Fiscal Years 2022 and 2023, as of this date, completed the Mandatory Entrance Conference online and received instruction on their duties and responsibilities under the Campaign Finance Act.

The goal of the OCF Community Outreach Program is to participate in community events to expand the audience through which information may be disseminated on the Campaign Finance Laws and the role of the Agency to administer the laws. The Agency has also participated in a total of two (2) ANC meetings in Fiscal Year 2023, to date. The increased efforts of the Agency to inform and educate the public about the Campaign Finance Laws and the new Fair Elections Program through community outreach, strengthens the public's knowledge and confidence in the integrity of the election process, public office, and the ability of this Agency to enforce the Laws were violated.

The Office of the General Counsel continued its identification of the subject matter of each of the "Complaints and Final Decisions" listed at the Enforcement Link at the OCF Website to enable the public search of cases by topic. The revision of the "Complaints and Final Decisions" Link at the OCF Website during FY 18 to include a search feature by topic provides a more user-friendly resource for the public relative to the location and application of the Campaign Finance Laws by the Agency in specific types of investigative matters.

To facilitate the disbursement of Base Amount and Matching Payments from the Elections Fund to candidates certified in the Program, the Agency formalized in April 2019 with the Office of the Chief Financial Officer (the "CFO") the process to ensure the timely payment of funds once the Agency certification is received, and for the subsequent payment of funds. Briefly, at registration, and during the Mandatory Entrance Conference, the FEP Candidate is advised that the Form W-9, the Request for Taxpayer Identification Number and Certification, and the ACH Enrollment Form, with banking information, must be completed and submitted to the Office of Financial Resource Management (OFRM) for the creation of a payment record in the District's Financial System by the OFRM and the CFO to establish authorization for the electronic transfer of base amount and matching fund payments before actual payments can be disbursed. The OCF has developed Orders of the Director for certification with payments authorized and post certification orders for payment, with Memoranda directed to the OFRM requesting payment. The Orders of Certification and Post Certification which are published online at the OCF Website recount that all threshold requirements have been met and include the justification for the payment and the amount based on the Qualified Small Dollar Contributions eligible for

match, and the base amount required, if applicable. During Fiscal Years 2021 and 2022, to date, the OFRM has continued to successfully process the payment requests and the DC Treasurer has issued the payments within five (5) business days. The OCF, the OFRM, and the OCFO met to discuss any issues which may interfere with the timely processing of Orders for the Disbursement of Base Amount and Matching Funds, and agreed that the OCF will continue to reinforce during the Mandatory Training Conference and by email to the Candidate and Treasurer that the forms required by the OFRM and the CFO must be filed with their offices before any funds may be disbursed from the Elections Fund, and that the failure to do so will delay the disbursement of funds; that the OCF will notify the OFRM and the OCFO of new registrants in the Program; that the OFRM will continue to expeditiously forward the OCF Orders for Disbursement to the OCFO; and that the OCFO will immediately notify the OCF and the OFRM where Candidates have failed to file the Forms, and will communicate directly with the Candidates to advise that payment will be delayed until the forms are received. The CFO continues to notify the OCF of the issuance of each payment, and the OFRM provides weekly reports to the OCF of the payments which are compared upon receipt against the OCF records.

Last, the Office of Campaign Finance resumed Site Visits of the Early Voting Centers and the Election Day Vote Centers operated by the Board of Elections during the 2022 Election Cycle. The Office of Campaign Finance conducted Site Visits to 22 of the 39 Early Voting Centers and to 31 of the 90 Voting Centers open during the June 21, 2022 Primary Election, and to 14 of the Early Voting Centers and to 51 of the Vote Centers open during the November 8, 2022 General Election. The Site Visits offered the opportunity for the OCF Team to be in the Community and interact with District Residents, and provide counsel and guidance where necessary concerning the application of the Campaign Finance Laws. The OCF Team observed in general during the Site Visits that campaign disclaimers were properly placed on campaign literature and posters, that activity at the polls adhered to the electioneer marker restrictions, and that there were no complaints from the public concerning campaign related activities.

46. Please identify all electronic databases maintained by your Agency, including the following:

- a. A detailed description of the information tracked within each system.**

- b. The age of the system and any discussion of substantial upgrades that have been made or are planned to the system; and**
- c. Whether the public can be granted access to all or part of each system.**

RESPONSE:

- a. A detailed description of the information tracked within each system; also included is the availability of the information to the public in response to Question 46, part c.**

The Traditional e-Filing System

This e-Filing system is used by the filer types listed below:

- Political Campaign Committee
- Political Action Committee
- Citizen Service Program
- Exploratory Committees
- Legal Defense Committees
- Transition Committees
- Inaugural Committees
- Senators and Representatives
- Advisory Neighborhood Commission
- Independent Expenditure Committee
- Lobbyists (Discontinued since 2012)
- Financial Disclosure Statement (Discontinued since 2012)

i) The agency tracks the following information listed below for all filer types:

- a. Registration statements
- b. Reports of receipts and expenditures
- c. Financial statements
- d. Reporting deadline compliance; and
- e. Hard copy filings for all filer types

Using the e-Filing System, the Agency also tracks Campaign Finance Enforcements in the form of Informal Hearings, Complaints, Interpretative Opinions, and Audit Reports for all the filer types listed above.

ii) The agency also maintains and tracks the following electronic information through search features which are accessible by the Public:

- 1. Contributions and Expenditures of political committees and constituent service programs by amount, contributor, recipient, date, location, payer, and payee

2. Electronic disclosure of Registrant Statements of political Committees and Constituent-Service Programs
3. Affiliated Entity Search
4. Active Committees Search
5. Active Candidates Search
6. Quick Statistics
 - a. Total Contributions by Denomination
 - b. Total Contributions by Contributor Type
 - c. Top 10 Committees by Total Contributions
 - d. Top 10 Committees by Total Loans
 - e. Recently Formed Committees
7. Digital Images of the Financial Reports filed with OCF, both electronically, and by paper-based filings, beginning 2005, by:
 - a. Candidates and Political Committees
 - b. Political Action Committees (Includes Initiative, Referendum and Recall)
 - c. Exploratory Committees
 - d. Legal Defense Committees
 - e. Transition Committees
 - f. Inaugural Committees
 - g. Lobbying Program - until 2012
 - h. Citizen-Service Program
 - i. Senator/Representative Statehood Funds
 - j. Filers of the Financial Disclosure Statement – until 2012
 - k. Advisory Neighborhood Commission Candidates
 - l. Independent Expenditure Committees

iii) The Agency also maintains the following information on its website, which is available to the Public:

1. Administrative Dismissal and Vacated Orders of
 - a. Candidates and Political Committees
 - b. Lobbying Program
 - c. Citizen-Service Program
 - d. Financial Disclosure Program
2. Complaints & Final Decisions (Includes a Search Feature by Topic)
3. Final Audit Reports
4. Informal Hearings on Delinquent Filers including:
 - a. Candidates and Political Committees
 - b. Lobbying Program through 2011
 - c. Citizen-Services Program
 - d. Financial Disclosure Program through 2011

5. Interpretative Opinions
6. Biennial Reports
7. Calendar of Events
8. OCF Regulations and Campaign Finance Guide
9. Summary Reports of Contributor and Expenditure Information with Graphs
10. Educational Brochures and Online Tutorials

Fair Elections Program e-Filing System (New in Fiscal Year 2019)

This e-filing System is used by Committees participating in the DC Fair Elections Program
The agency tracks the following:

- i. Registration statements – Registration Information is available to the public
- ii. Reports of receipts and expenditures – Real Time Images of the Reports are available to the public
- iii. Approved Public Funds for each committee
- iv. Validation of each contribution eligible to receive matching funds
- v. Filers/Non-Filers
- vi. Certification
- vii. Payments
- viii. Audit requests/RFAI
- ix. Termination Reports

The Agency makes the following Public modules available to the public:

- i. Contributions/Receipts Report with multiple search options
 - ii. Expenditures Report with various search options
 - iii. Audit Reports
 - iv. Searchable list of Orders issued to Committees
 - v. Fair Elections Program High Level Statistics by Election Year
 - vi. Fair Elections Committee Online Registration
- b. The age of the system and any discussion of substantial upgrades that have been made or are planned to the system.**
1. The Electronic Filing System (EFS) is about 16 years old. This was implemented and commissioned in August 2002.
 2. The scanning system was integrated into the EFS in November 2003.
 3. Biennial Reporting module was integrated into the system in 2007.
 4. The Electronic Signature modules integration that enables filers to file their online report without the need for a hard copy filing requirement was implemented in FY 10.

5. The Database download that will enable the public to download the reports of receipts and expenditures for political committees, citizen-service and statehood fund programs, and lobbyists in CSV and XML formats was implemented and integrated into the EFS module in 2010.
6. Implemented Cross-Browser Compatibility in 2010, so that the Electronic Filing Application will be compatible for all browsers, including IE6.0 and above, Firefox, Safari, and Chrome.
7. Additional Filer types (Exploratory, Transition Committees, Legal Defense Committees, and Inaugural Committees and Independent expenditure committees) have been added to the OCF e-Filing System – July 2013.
8. Reports and Summaries for Citizen-Service Program were implemented - August 2014.
9. Reports and Summaries for Senators and Representatives – August 2014.
10. The OCF e-Filing System was re-written using ASP.NET 4.5 to offer better security, better performance, and usability. The e-Filing System was originally created using Classic ASP in 2002. - February 2015
11. Enabled online Registration for all filer types.
12. Enabled Approval of Online Registration by OCF Staff.
13. Added Biennial Reports for Exploratory, Transition, Inaugural, and Legal Defense Committees - January 2015.
14. Registrant Disclosure Search - This module provides detailed information on filers' registration statements and their filings, audit reports, and hearing orders. February 2015.
15. The Contribution and Expenditure search feature was upgraded to include multiple search parameters including Recipient, Report, Amount, Receipt Date, Contributor, Contributor Location, and Contributor Type - February 2015.
16. Reports and Summaries Upgrade: All the reports under this section will automatically generate along with the report submissions - February 2015.
17. Ability for Political Campaign Committees to file Consolidated Reports Online - February 2015.

18. Enabled reporting contributions from affiliated entities and contribution limit validation for the same.
19. Bulk Download: OCF has redesigned the Contributions and Expenditures search to include additional filters below:
 - Report Name
 - Contributor Location
 - Contribution type

This module allows the user to export the search results to Excel, CSV, or XML file. Users can also search within the results. - February 2015.

20. Enabled Excel upload of contributions and expenditures for PCC, PAC, and CSP.
21. Capability added to the E-Filing System to allow the filing of consolidated reports for selected filers at the approval of the Audit Division.
22. “Schedule A4 – Transfers from Authorized Committees” implemented for the filer types below – Moved to Production January 29, 2016
 - i. Political Action Committee
 - ii. Initiative
 - iii. Referendum
 - iv. Recall
 - v. Transition Committee
 - vi. Inaugural Committee
 - vii. Exploratory Committee
 - viii. Independent Expenditure Committees
23. Biennial Report Enhancement – Moved to Production January 31, 2019. The Biennial Report now includes a chart for top three committees by Contributions.
24. Enhanced “Flagged Contributions” module. Previously this module identified all the contributions that contributed more than allowed limits by filer name. This has been enhanced to match contributors by similar sounding names as well as by contributor’s address.
25. Implemented address validation to force the filers to enter proper address as present in the USPS address database.

Last, the Audit and Legal Divisions maintain internal databases to track production and activity. The Audit Branch maintains a database of all Requests for Additional Information sent, and a system to note all responses received; a database for all audits conducted along with the audit

fieldwork; a Business Entity database; and Flagged Contribution reviews. The Office of the General Counsel maintains a post hearing, post order schedule in its database which reflects the due dates for the following legal procedures: Motions for Reconsideration; Petitions for review by the Board of Elections; and Petitions for enforcement of a judgment in the District of Columbia Superior Court.

It should be noted that during Fiscal Year 2020, the Office of Campaign Finance completed and launched the Second and Final Phase of the E-Filing and Disclosure System for the Fair Elections Program (FEP). Overall, Phase II enables the public to sort, search, and retrieve contribution and expenditure data; and to view registration disclosures and financial report data, quick statistics, and payout information. The Administrative Modules provide applications which store data pertinent to the audit process, payouts, filings, registrations, and the post-election cycle reports.

Briefly, by way of background, the First Phase of the development of the FEP E-Filing System was completed on July 26, 2019. Phase I enables the online submission of financial reports at the OCF Web Site by the candidates and committees who register in the Fair Elections Program, and the real time imaging of the financial reports for public view by the residents of the District of Columbia. Once the financial report is submitted, the system generates a PDF version of the entire report, which is made available to the public. The PDF version does not include the contribution cards or any attachments associated with the report. The FEP candidates report their receipts and expenditures online, through the data entry/excel upload of contribution and expenditure information, on the Receipt/Contributor and Expenditure Schedules, including supporting documentation (bank statements, deposit slips, loan documents, and contributor receipts and certifications). The Excel Module features validation of excess contributions; address validation against USPS; merger of duplicate contributors; logging of all excel uploads; and receipts upload of one contribution card for each contribution or one pdf file covering multiple contributions with option to link page number or the pdf file to contributions. To use the excel feature, the filer must first download a template file, populate the template file, and upload into the system. The Receipt and Expenditure Schedules support the sortable listing of records with cumulative amounts, where appropriate, and contribution limit validation based on the

requirements for the covered offices, cash contributions, personal funds of a candidate/personal family member, and committees (Fair Election Committees). Certain Receipt Schedules support auto complete of contributor information to simplify data-entry for recurring contributions, and contribution limits may be adjusted by the OCF Staff for each election cycle. Each Schedule A (Receipts) and Schedule B (Expenditures) of the R & E Report displays the number of records entered for the Schedule. The R&E Report Schedules for Schedules C (Mass Collections), D (Debts), and E (Loans), and the Summary Page were also made available for e-filing during Phase One. A registration module is available at the Website for FEP candidates, and the following FEP Forms may be pre-populated and downloaded: the Registration Form (OCF FEP Form 1); the Affidavit of Candidate and Treasurer Form (OCF FEP Form 2); and the Receipt and Affirmation Statement for Contributor Form (OCF FEP Form 3). The administrative modules of the FEP E-Filing System assist the OCF Staff with the verification of contributor information, the pre-certification and post certification qualification of Qualified Small Dollar Contributions, and the calculation of matching payments to determine when eligibility for certification as a participating candidate is achieved or the matching cap is reached.

The first candidate registered in the Fair Elections Program on April 7, 2019, and all candidates who registered in the Program thereafter were invited for a demonstration of the E-Filing System on July 25, 2019. All FEP participants successfully filed their financial reports and supporting documentation online at the OCF Website on July 31, 2019, the first filing deadline for the Program. The completion of the FEP E-Filing System was a major milestone in the implementation of the Fair Elections Program. During Fiscal Year 2019, fourteen (14) candidates registered their intent to seek participation in the Fair Elections Program; and the Office of Campaign Finance certified five (5) of these candidates into the Program and directed the disbursement of Base Amount and Matching Payments in the total sum of \$368,615.00. In addition, the OCF Website was enhanced to include a “slider” dedicated to the Fair Elections Program, with a link designed to feature information solely relative to the Program. The link is routinely updated as information becomes available.

The development and design of the Second Phase of the FEP E-Filing and Disclosure System focused on providing greater public disclosure of campaign related data and information and

expanded the administrative management of the System. On November 4, 2019, the Agency initiated Requisition No. K140026 (\$133,764.00 approximate cost: approved March 13, 2020), for the procurement of the development and design of the Second Phase of the E-Filing and Disclosure System for the Fair Elections Program. Specifically, Phase II provides Reports, for public viewing and download at the OCF Website, and for administrative use, including the Post-Election Reports of the Agency which are due nine (9) months after an election and will detail the election activity, as specified in D.C. Official Code Section 1-1163.32j; Summary Contribution and Expenditure Reports which allow the public to search committee reports by filer type, filing year and report name, and request report data by denomination or donor or expenditure type and purpose; and Administrative Lists of Filers/Non-Filers for a selected report. A Fair Elections Program Statistics Module has been designed with a Public Search Feature to obtain by Election Year, the total number of registered and certified candidates, the total amount of public fund payments, and the total amount of remissions; the Numbers by Office of candidates registered and certified, with total contributions, and public payments disbursed provided for each; and for the Election Year selected, statistics for the “Top 10 Candidates” by “Number of DC Supporters”, “Number of Non-DC Supporters”, Total Contributions Received”, “Total Expenditures”, “Public Funds Received” and “Total Contributions from Self/Family”. The OCF Website also offers the public, the “Fair Elections Candidates Payment and Information” Link, which presents “Payments Made To-Date”, the “Total Base Payments”, the “Total Matching Payments” and “Total Payments Made,” in total for all committees combined as well as separately for each committee. Further, access is provided at this Link to the following Reports: Filer Reports; Contributions/Receipts; Expenditures; Audit Reports; Orders; and to the afore-mentioned FEP Statistics.

The FEP Contributions and Expenditures Public Search Feature with data download based on the financial reports filed online by the Fair Elections candidate committees enables the search of contributions by the recipient, report name (including filing year), amount (with value range), date (with date range), contributor name, contributor address (by city, state, zip code), and contribution type (cash, check, credit card, etc.): and expenditures by the payor, report name, amount (with value range), date (date range), payee name (individual, business), payee location (by city, state, zip), and expenditure type (based on Schedule B of the R&E Report). In addition,

the public search features allow the link to a candidate's Registration Disclosures, which provide the date of registration, the listing of chairperson and treasurer, public fund payouts by type, amount, and date, financial reports filed, and any audits or orders issued to the committee.

The OCF Administrative Modules include a "Fair Elections Dashboard" available upon login which presents the total number of registered candidates, the total number of active candidates, the total number of candidates who have reached the cap, total numbers for various stages of the certification process, and the totals for base amount and matching fund payouts. The FEP Dashboard also lists the FEP candidates, with links to the candidate's registration disclosure, and provides for each candidate listed, the committee's name, the office sought, certification status, base amount and matching fund payouts, and the number of reports filed. Administrative Reports were developed during Phase II to assist the OCF Staff in the management of the Fair Elections Program. The Flagged Contributions Report enables the Agency to run reports for all filer types to identify the committees which received excessive contributions (in the aggregate), and to research excessive contributions by filer type, filing year and report name. Excessive contributions may be grouped by contributor name; similar sounding names; similar spelling names; and contributor address. The System administratively has the capability to create reminder letters and non-compliance letters for mass mailings, and for text notifications; to run reports listing committees that have registered with OCF under the Fair Elections Program, grouped by filer type, election year and registration documents filed; to manage reporting periods and the coverage dates for each report; and to identify the use by committees of the excel upload feature to file reports, and the template (report schedule) imported by the committee, the import date and time, the total number of records entered and imported, and the number of invalid records and valid but not imported records. Within the committee registration module, the OCF uses a checkoff to identify whether a candidate has attended a required entrance conference, and to generate from the data entered an attendance and non-attendance list; manages the various covered offices under the Fair Elections Program, and assigns the respective applicable election year(s) and contribution limits for each; manages and sets the election (general, primary, and special) dates for applicable covered offices as mandated by law; and creates reporting coverage dates for specific committees, with the capability to control the floating or optional filing dates for a committee so that it pairs up correctly with its required filing dates.

The System enables the filer to register their committee online and amend the registration statement based upon OCF approval. The completed registration statement is automatically emailed to the filer for signature along with a link for the filer to create login information. The filer has the ability (Multiple login – filer (i.e., the candidate) to provide access for different users to data enter information for reports by creating and managing specific login information for the user. The OCF will be provided with a list of those users. In addition, an online Training module was designed to enable filers to complete the mandatory Entrance Conference Training online, due to the Public Health Emergency declared by the Mayor of the District of Columbia in March 2020.

Last, during FY22 and FY23, to date, the following enhancements were made or are in development to the OCF E-Filing System:

(1) Implemented a new module for tracking referrals of delinquent matters to the Office of the General Counsel for Enforcement, including PIRM, RAAD, and FEP referrals. The module is available in both the Traditional e-Filing and the FEP e-filing Systems. The New module enables the OCF staff to electronically send referrals to the Office of General Counsel, and to monitor and update the status of these referrals.

(2) Implemented a new Schedule (A8) for the Political Action Committees to report contributions that were used by the PAC to make independent expenditures.

The Office of Campaign Finance has planned to make the following changes to the Traditional e-filing System during FY23:

1. Integration with the Office of Contracting and Procurement (OCP) software to assist with the implementation of the Covered Contractor Provisions of the Campaign Finance Act, as amended, which will prohibit government contracting authorities from entering or approving contracts with an estimated value of \$250,000.00 or more with covered contractors who have made contributions to prohibited recipients.

2. Provide an option for filers to upload attachments related to contributions and expenditures to financial reports filed in the Traditional Campaign Finance Program.
3. Allow filers to create their own user id and password. Currently, the System generates user passwords.

47. Please provide a detailed description of any new technology acquired in FY22 and FY23, to date, including the cost, where it is used, and what it does. Please explain if there have been any issues with implementation.

RESPONSE:

There was no new technology acquired by the Agency in FY22 and FY23, to date. Most recently, in Fiscal Year 2020, the Office of Campaign Finance completed and launched the Second and Final Phase of the E-Filing and Disclosure System for the Fair Elections Program (FEP). Overall, Phase II enables the public to sort, search, and retrieve contribution and expenditure data; and to view registration disclosures and financial report data, quick statistics, and payout information. The Administrative Modules provide applications which store data pertinent to the audit process, payouts, filings, registrations, and the post-election cycle reports.

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excel feature, the filer must first download a template file, populate the template file, and upload into the system. The Receipt and Expenditure Schedules support the sortable listing of records with cumulative amounts, where appropriate, and contribution limit validation based on the requirements for the covered offices, cash contributions, personal funds of a candidate/personal family member, and committees (Fair Election Committees). Certain Receipt Schedules support auto complete of contributor information to simplify data-entry for recurring contributions, and contribution limits may be adjusted by the OCF Staff for each election cycle. Each Schedule A (Receipts) and Schedule B (Expenditures) of the R&E Report displays the number of records entered for the Schedule. The R&E Report Schedules for Schedules C (Mass Collections), D (Debts), and E (Loans), and the Summary Page were also made available for e-filing during Phase One. A registration module is available at the Website for FEP candidates, and the following FEP Forms may be pre-populated and downloaded: the Registration Form (OCF FEP Form 1); the Affidavit of Candidate and Treasurer Form (OCF FEP Form 2); and the Receipt and Affirmation Statement for Contributor Form (OCF FEP Form 3). The administrative modules of the FEP E-Filing System assist the OCF Staff with the verification of contributor information, the pre-certification and post certification qualification of Qualified Small Dollar Contributions, and the calculation of matching payments to determine when eligibility for certification as a participating candidate is achieved or the matching cap is reached.

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amount (with value range), date (date range), payee name (individual, business), payee location (by city, state, zip), and expenditure type (based on Schedule B of the R&E Report). In addition, the public search features allow the link to a candidate's Registration Disclosures, which provide the date of registration, the listing of chairperson and treasurer, public fund payouts by type, amount, and date, financial reports filed, and any audits or orders issued to the committee.

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dates for specific committees, with the capability to control the floating or optional filing dates for a committee so that it pairs up correctly with its required filing dates.

The System enables the filer to register their committee online and amend the registration statement based upon OCF approval. The completed registration statement is automatically emailed to the filer for signature along with a link for the filer to create login information. The filer has the ability (Multiple login – filer (i.e., the candidate) to provide access for different users to data enter information for reports by creating and managing specific login information for the user. The OCF will be provided with a list of those users. In addition, an online Training module was designed to enable filers to complete the mandatory Entrance Conference Training online due to the Public Health Emergency declared by the Mayor of the District of Columbia in March 2020.

AGENCY SPECIFIC QUESTIONS

48. Please describe OCF’s enforcement measures and actions taken in FY22 and FY23, to date.

a. What enforcement measures, if any, are currently pending?

RESPONSE:

In general, the Office of Campaign Finance employs the informal hearings process as the initial stage of enforcement of the campaign finance laws when there is non-compliance. If the matter is not resolved through the informal hearings process, pursuant to 3 DCMR § 3711.9, the OCF may file a Petition for Enforcement with the Board of Elections (BOE). If the matter remains unresolved after a Pre-Hearing Conference and a contested hearing before the Board, the General Counsel for the Board may seek a judgment against the respondent in the Superior Court for the District of Columbia which sustains the petition.

During FY22 and FY23, to date, the OCF informal hearing process has included the following:

§ Total Referrals 179 from PIRM (157) (135 FY 22) and from RAAD (26), to Date

§ Hearing Notices issued 198 (FY 22 Includes 65 First Notices and 69 Second Notices, and FY 23, to date, Includes 53 First Notices and 11 Second Notices, to date)

§ Hearings Conducted 94 (Includes 89 FY22 and 5 FY 2023 To Date)

§ Orders issued 136 FY 2022, and 12 FY 2023, to date

§ Investigations Completed, None in FY 2022, and 3 in FY 2023 to Date)

§ Orders imposing fines 96 (Includes 23 in FY 2023 To Date)

§ Amount of fines imposed \$131,275.00 (Includes \$34,950.00 in FY 2023 To Date)

§ Amount of fines collected \$14,350.00 (Includes \$2,700.00 in FY 2023 To Date)

§ Fines vacated or settled for reduced amounts \$20,175.00 (Includes \$2,325.00 in FY 2023 to Date)

§ Amount of Installments due in FY 2023 \$6,350.00

§ Outstanding fines \$66,825.00 in FY 2022

§ Petitions for Enforcement 9

§ Interpretative Opinions 2 (Includes 1 issued in FY 2023, to Date)

The OCF enforcement process commences when there is non-compliance by required filers to file financial reports or to provide timely responses to Requests for Additional Information. Following either the failure to timely file a required Report of Receipts and Expenditures with the Public Information and Records Management Division or the failure to provide a timely response to a Request for Additional Information to the Reports Analysis and Audit Division, the matter is referred to the Office of the General Counsel for an Informal Hearing. The Informal Hearings process may result in dismissal, imposition of fines or suspension of fines. If the respondent considers the decision by OCF adverse, he/she may file a petition for review within 15 days of receipt of an order with the Board of Elections (BOE). However, in matters in which fines have been imposed if the respondent fails to pay the fine or seek review by the BOE within the prescribed period, the OCF may file a Petition for Enforcement with the BOE. Following a referral to the BOE by a respondent or the OCF, the matter is scheduled for a pre-hearing conference to provide the parties with an opportunity for settlement. If the matter is not settled during the pre-hearing conference, a contested hearing before the BOE is scheduled. If the BOE

affirms an OCF decision which includes a fine and the respondent fails to pay the fine or enter a payment plan, the Office of the General Counsel for the BOE files a complaint seeking judgment against the respondent in the Superior Court of the District of Columbia.

During Fiscal Year 2022, Nine (9) Petitions for Enforcement against respondents who either failed to pay outstanding fines totaling \$14,850.00 or requested a hearing de novo before the Board of Elections (BOE) by the due date were transmitted to the Office of the General Counsel for the Board of Elections, and six (6) matters were scheduled for hearing on January 4, 2023. The Board continued two (2) of the cases for further discussion by the Respondents with the OCF and granted the Petitions for Enforcement in four (4) matters which will be forwarded to the Superior Court of the District of Columbia for further proceedings.

During FY 2022, none completed, and in FY 2023, to date, the Office of Campaign Finance completed three (3) investigations:

a. OCF INV-2022-002 Complainant: Zachary Sawyer

Respondent: Brianne for DC Principal Campaign Committee

Alleged Infraction: Coordination with an Independent Expenditure Committee

Status: Order Issued 10/14/2022

Complaint Dismissed

b. OCF INV-2022-003 Complainant: Tony Kravitz

Respondent: Eric Goulet for Ward 3 Principal Campaign Committee

Alleged Infraction: Coordination with an Independent Expenditure Committee

Status: Order Issued 10/19/2022

Complaint Dismissed

c. OCF INV-2022-006 Complainant: Karim Marshall

Respondent: Elissa for DC Principal Campaign Committee

Alleged Infraction: Unauthorized Campaign Expenditures

Status: Order Issued 10/27/2022 - Order Issued requiring reimbursement for expenditures on polls in Ward 3. Respondents filed an Appeal with the BOE which resulted in an order reversing the OCF order on January 6, 2023. A subsequent Motion For Reconsideration filed by The OCF was denied by the BOE on 02/01/ 2023.

During FY 2022 and FY 2023, to date, the Office of the General Counsel received and processed at least thirty-nine (39) Requests for Expedited Advice via e-mail. The advice was provided within 72 hours as opposed to thirty-day period the office of Campaign Finance is accorded the by the Interpretive Opinion process.

Because of the demonstrated ability of the Agency to consistently monitor and enforce the reporting requirements, a high level of compliance with the reporting deadlines has been maintained in general for all programs administered. In most instances, irregularities were resolved before the next filing deadline in accordance with the OCF Standard Operating Procedures. During FY 2022, a 100 % filing rate was achieved in the Constituent Service and Statehood Fund Programs; and a 95% filing rate was achieved in campaign finance disclosure based on the actual filings by principal campaign committees, political committees, and political action committees.

More specifically, 40 of the 40 required filers in the Constituent Service and Statehood Fund Programs filed the Report of Receipts and Expenditures (OCF Forms 10 and 28) for their respective Programs; 461 of the required 500 principal campaign committees and political action committees in the traditional program filed the Report of Receipts and Expenditures (OCF Form 16); and 286 of the 292 required filers in the Fair Elections Program filed the Report of Receipts and Expenditures (OCF Form 16). In Fiscal Year 2023, to date, 316 of the 460 required filers of the ANC Summary Financial Statement have filed the Report due February 15, 2023.

There were 839 required filers in all the Campaign Finance Programs: 726 timely filers; 68 late filers; and approximately 45 filers who remain delinquent. The total number of actual filers represents 95% (91% in FY21) of the total required filers who complied with the reporting requirements during Fiscal Year 2022.

49. How does OCF measure the success of its enforcement measures and actions?

RESPONSE:

In general, as stated previously, the Agency measures the success of certain aspects of its Programs (Legal, Audit, Public Information, and the Fair Elections Program) based upon the ability to complete/perform defined tasks within a time certain, established by the Campaign Finance Laws or Regulations, or the OCF Standard Operating Procedures. For example, the desk review of financial reports and the conduct of informal hearings must be completed before the next filing deadline; interpretative opinions must be issued within thirty (30) days of request; random audits must be completed within sixty days of initiation; financial reports must be made available for public review within 48 hours of receipt; requests for expedited advice must be resolved within fifteen (15) days; and the certification of FEP candidates within ten (10) business days of filing the affidavit declaring compliance with the Act. In other areas, the success of a program may be based on the actual number of participants for a specific activity. Specifically, the measure for the success of the Mandatory Electronic Filing Program and the Mandatory Training Program has been based on the number of registrants with the Office of Campaign Finance who have complied with both Programs. Moreover, the decrease in the initiation of enforcement actions may be directly attributable to the success of these Programs and the personal accountability required of candidates and treasurers through the certification to follow and comply with the Campaign Finance Laws. The achievement of these goals ensures the timely, accurate, and complete portrayal of campaign operations and the disclosure of financial records to the public upon which it can rely to make informed decisions in the election process.

The specific OCF Key Performance Indicators, Measures and Target, and the Workload Measures for the Office of the General Counsel stated in the OCF 2022 Performance Report and the 2023 Performance Report (Attachments J and K), are discussed below:

(1) Provide fair, effective, and timely enforcement programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act. (3 Key Performance Indicators and 3 Workload Measures)

b. Percent of informal hearings conducted and closed before the next filing deadline. The target is 100%. The objective of the Office of the General Counsel is to conduct informal hearings and resolve alleged violations of the reporting requirements prior to the next filing deadline. The corresponding Workload Measure is the “Total Number of informal hearings conducted”, which information is collected from the monthly activity reports of the OGC (which include the number of “Informal Hearings Referred,” “Informal Hearings completed”, and “Informal Hearing Orders Issued”), and is based upon the actual date of the referral of the reporting deficiency for enforcement, the notices of hearings, the Orders of the Director published at the OCF Website disposing of these matters, and the next filing date of the filer.

c. Percent of Interpretative Opinions issued within thirty (30) days. The target is 100%. Section 3305.5 of Title 3, “Elections and Ethics,” of the Regulations of the Board of Elections requires the Director of Campaign Finance to respond in writing within thirty (30) days of the acceptance for review of a request for an interpretative opinion. The corresponding Workload Measure is the “Total number of Interpretative Opinions and Expedited Advice issued”. The OCF collects data to evaluate this measure from the monthly activity reports of the Office of the General Counsel, which include the number of requests received and issued; and is based upon the records of the General Counsel which docket the date of receipt of the request and assign a number that identifies the calendar year of receipt and the sequential order in which the request was received, and the date the Interpretative Opinion is issued and published at the OCF Website. The OCF determines whether the target of issuance within thirty (30) days was achieved from comparing the date of actual receipt against the date the opinion was issued, using the afore-mentioned sources.

d. Percent of expedited advice for time-sensitive election related matters issued within fifteen (15) days of request. The target is 100%. The corresponding Workload

Measure is the “Total number of Interpretative Opinions and Expedited Advice issued”. The OCF collects data to evaluate this measure from the monthly activity reports of the Office of the General Counsel, which include the number of requests for “Internal Queries” received and issued; and is based upon the records of the General Counsel which docket the date of receipt, assign an advice number that includes the calendar year of receipt and the sequential order in which the request was received; and the date the advice is issued in writing. The OCF determines whether the target of issuance within fifteen (15) days was achieved from comparing the date of actual receipt against the date the advice was issued, using the afore-mentioned sources.

(2) Provide high quality educational outreach services (entrance conferences, training seminars, publications, and online tutorials) to increase full disclosure and voluntary compliance with the Campaign Finance Act (1 Workload Measure and one Key Performance Indicator)

e. Percent of new candidates and treasurers who receive mandatory training. The corresponding Workload Measure is the “Total number of mandatory training conferences conducted. The target is 100%. D.C. Official Code § 1- 1163.04 (7A) requires the candidates and treasurers of each committee to enroll in mandatory training at the OCF upon their registration. The objective of the measure is to measure the actual compliance with the mandatory training requirement and ensure that each new registrant receives training on the reporting requirements of the Campaign Finance Laws. The OCF collects data to evaluate this measure from the monthly activity reports of the Public Information and Records Management Division, which states the number of new candidate and committee registrations received during the coverage period, based on information stored in the OCF Database, the names of the participants, and the dates of the entrance conferences conducted. At registration, each new candidate, and the treasurer of each new committee, is scheduled for mandatory training. At the conclusion of the training, the participant is issued a Certificate of Completion. The OCF maintains an attendance sheet and copies of the executed certificates in its records. The names of the participants are published at the OCF Website. To validate the actual number of

entrance conferences conducted, the OCF generates a list of the new registrants from the OCF Database and compares it to the roster of entrance conference attendees, the executed certificates, and the monthly production reports of the Agency.

Prior to the 2020 Public Health Emergency, the afore-mentioned process applied to onsite mandatory training. By virtue of D.C. Law 23-192, the Initiative and Referendum Process Improvement Amendment Act of 2020, effective March 16, 2021, the Mandatory Training Provisions were permanently amended to authorize the OCF to conduct online training during a period for which the Mayor has declared a public health emergency, pursuant to D.C. Code § 7-2304.01. On May 15, 2020, the Agency proposed the Notice of Emergency and Proposed Rulemaking to the Board of Elections for adoption on May 6, 2020, to authorize, inter alia, online mandatory training for new candidates and treasurers (67 DCR 5161; May 15, 2020), pursuant to the earlier COVID-19 Response Supplemental Emergency Amendment Act of 2020, effective April 10, 2020 (D.C. Act 23-286; 67 DCR 4178 (April 17, 2020)). The Notice of Final Rulemaking was adopted by the Board of Elections on February 3, 2021 and published in the D.C. Register on February 12, 2021 (Volume 68/7). The online training for new candidates/treasurers is available on the designated committee's page. The candidate/treasurer must sign into the e-filing system to complete the training. The training must be viewed in its entirety (the system will not allow the viewer to fast forward or to stop and return to the training), and once completed, the OCF receives an auto generated email notifying the OCF that a specific named person has completed the training. The email is used as verification of the compliance of the candidate/treasurer with the mandatory training requirement.

(3) Create and maintain a highly efficient, transparent, and responsive District Government. (1 Key Performance Indicator and One Workload Measure)

- a. Percent of Investigative matters closed within ninety (90) days of opening. The target is 100%. The objective of the Office of the General Counsel is to investigate and resolve complaints within ninety (90) days of receipt, unless the time is extended by the Board of Elections for good cause shown. The corresponding Workload Measure is the "Total number of Investigations completed within 90 days". The OGC records and monitors the number of

complaints received and accepted, and as well as those initiated by the Agency, the date of completion of the investigation, and the date of the entry of the Order of the Director resolving the matter. This information is collected from the monthly activity reports of the Office of the General Counsel, which include the number of complaints received and the status of all investigative matters for the period covered, including whether the investigation is pending or completed, and the date of the issuance of the Order of the Director. At the acceptance of a complaint, the case is assigned a docket number, which notes the calendar year of receipt and the sequential order in which the complaint was accepted. The Orders of the Director are dated and published at the OCF Website, and the status of all investigations is reported in the OCF monthly statistics provided to the Board of Elections and published at the OCF and BOE Websites. The OCF determines whether the target of completion within ninety (90) days was achieved from comparing the date of actual receipt against the date the investigation was completed, using the afore-mentioned sources.

The above-referenced Measures ensure the timely processing and disposition of delinquent matters involving the reporting requirements through the informal hearing process, and of complaints filed by members of the public or internally generated alleging violations of the Campaign Finance Laws within 90 days of filing, to enforce compliance with the Campaign Finance Laws; the timely issuance of Interpretative Opinions and Expedited Advice upon request to Members of the public, to provide guidance on the application of the Campaign Finance Laws and its implementing Regulations; and the conduct of Mandatory Training Conferences for new Treasurers and Candidates to ensure their understanding of the Campaign Finance Laws and its reporting requirements, and their obligation to comply with the Laws. The achievement of the 100% Target for the Measures by the Office of the General Counsel works in tandem to promote and achieve voluntary compliance by the candidates, treasurers, and committees subject to the reporting requirements which will be reflected in the percentages of registrants who timely file accurate and complete Reports of Receipts and Expenditures on the various statutory filing due dates and complete the Mandatory Training Conferences.

50. Please describe the agency's auditing process for receipts of contributions and expenditures.

RESPONSE:

In general, the Reports Analysis and Audit Division (RAAD) is responsible for performing audit analysis and reviews of all financial reports and other documents received in the Traditional Campaign Finance Program. The Division conducts field audits and investigations based upon deficiencies and conditions noted during Desk Audit Reviews. The Division conducts periodic random field audits of the financial reports submitted in each of the OCF Programs and compiles statistical reports and summaries on all reports of receipts and expenditures submitted by candidates, committees, and the Constituent Service and Statehood Fund Programs. This program area is the primary generator of compliance actions through audits and the monitoring of the financial disclosure of the Constituent Service and Statehood Fund Programs, candidates, political committees, political action committees, and independent expenditure committees, and all others required to file with the Agency. Section 3404, "Desk Reviews and Audits", Chapter 30 of Title 3, "Elections and Ethics," of the District of Columbia Municipal Regulations, sets forth in detail the procedures which govern the conduct and timeframes of Desk Reviews, Full Field Audits, and Periodic Random Audits.

The Office of Campaign Finance determines the validity and/or absence of information contained in financial reports through the conduct of desk reviews, full field audits, and random periodic audits. The initiation of these processes allows the Audit Division to require the submission of the documentation, including bank account information, statements, cancelled checks, and loan documents, underlying the financial transactions and activity reported on the reports where reported information is incomplete, omitted, or otherwise requires further explanation.

Through the review of the submitted documentation, the Audit Branch can research and verify the accuracy of the financial transactions and activity stated on the financial reports against the records of the reporting entity and identify transactions which were not reported. For example, the research of bank statements and contributor source documents (contributor checks, contributor cards, in-kind contribution information, and credit card contribution records) may

reveal deposits which were not reported as receipts on Schedule A of the Reports of Receipts and Expenditures. This non-disclosure would require the subsequent amendment of the financial reports to report the receipts and correctly state the cash on hand balances. Expenditures are traced to source documents including billing statements, invoices, memorandums, and cancelled checks. The research of bank statements and the expenditure source documents may also substantiate expenditures which were not previously reported, and for which an amended accounting will also be required. The examination of actual source documents allows verification of the purpose for which funds were expended, the exact amount expended, and the appropriateness of the expenditure for the scope of the reporting entity.

To commence the audit process, the Office of Campaign Finance notifies the treasurer of a committee in writing of the selection of a committee for audit and requests the delivery of all underlying documentation of the audit coverage period within fifteen (15) calendar days for a periodic random audit, or within thirty (30) calendar days for full field audits. Upon the receipt of all financial records, the audit field work commences, and includes the review of all financial reports for completeness and mathematical accuracy, and the reconciliation of bank account records to the reports filed. Once the field work is completed, a Preliminary Draft audit report is issued with the initial findings and recommendations of RAAD. The Preliminary Draft audit report requires the submission of a written response, amended reports, and/or additional documentation within thirty (30) calendar days of less after receipt. The Audit Report will not be released and made available to the public until the response and accompanying documents are received and reviewed for compliance with all outstanding issues. It should be noted that the response may generate further inquiry by RAAD.

For your information, during Fiscal Year 2022, the Office of Campaign Finance conducted five hundred and eighty-four (584) (includes Amended Reports) Desk Reviews of all Reports of Receipts and Expenditures filed with the Agency by candidates, committees, and the Constituent Service and Statehood Fund Programs. All Desk Reviews were completed before the next reporting period of the respective entity. For FY 2023 to date, the Office of Campaign Finance has conducted an additional five hundred and sixty-seven (567) Desk Reviews of all Reports of Receipts and Expenditures filed with the Agency by candidates, committees, and the Constituent

Service and Statehood Fund Programs (which includes 284 Advisory Neighborhood Commissioner (ANC) Candidate Summary Financial Statements).

The Desk Reviews resulted in the issuance of one hundred and eleven (111) Requests for Additional Information directed to reporting entities to advise of deficiencies, and to extend the opportunity for compliance with the requirements of the Campaign Finance Act. A total of 265 reporting entities complied with the request of the Audit Division and submitted the necessary information. For FY 2023 to date, the Office of Campaign Finance issued an additional forty-two (42) Requests for Additional Information. One hundred and seven (127) cases were resolved which included the submission of amended reports by the candidates, committees, and the Constituent Service and Statehood Fund Programs; and in FY2023 to date, an additional forty-eight (48) cases have been resolved. The Audit Division referred twenty (20) cases to the Office of the General Counsel for enforcement in Fiscal Year 2022 where there was a failure to respond to the request for additional information (some cases were withdrawn or dismissed due to compliance); and in FY 2023 to date, one (1) additional case has been referred. The Agency assisted in the termination in Fiscal Year 2022 of twelve (12) Committees, and in FY 2023, to date, of nine (9) additional Committees, following the review and approval of their Final Report of Receipts and Expenditures; and completed and issued in Fiscal Year 2022, two (2) Full Field Audits and sixteen (16) Periodic Random Audits, and in FY 2023 to date, four (4) Periodic Random Audits.

Last, the Office of Campaign Finance has reviewed during Fiscal Year 2023, to date, two hundred and eighty-four (284) Summary Financial Statements (OCF Form 18) filed by candidates for the Office of Member of an Advisory Neighborhood Commission. The ANC Summary Financial Statements were due sixty (60) days following the Board's certification of the November 2022 Election Results. The ANC Financial Statement must include the total receipts and expenditures relative to seeking election to the ANC Office; the cash on hand at the close of the reporting period; the total amount of debts and obligations owed to and owed by the ANC candidate; the method of disposal of surplus funds; certification that the ANC candidate did not receive contributions from any person excluding the candidate, in excess of twenty-five (\$25) dollars; or a certification that the ANC candidate did not receive contributions from any person or make expenditures, including from or by the candidate, to support the election to the

ANC Office. The ANC Candidates to date have raised a total of \$108,359.26 in total receipts and expended \$116,120.16 in total expenditures with a Disposal of Surplus Funds totaling \$1,830.37. There were no debts or obligations reported owed by the ANC Candidates that have filed their Financial Statements.

51. Please provide the Committee with the total number of audits that OCF conducted in FY22 and FY23, to date. Additionally, please sort these audits by classes such as random, reported, requested, etc., and describe the results of the audits.

RESPONSE:

The Reports Analysis and Audit Division issued Sixteen (16) Periodic Audit Reports and Two (2) Full Field Audits during Fiscal Year 2022, and in Fiscal Year 2023, to date, issued four (4) Periodic Audits. All Audits conducted resulted in Compliance Audits, except for the Jacque4 DC At-Large SBOE Principal Campaign Committee Full Field Audit, which was a Non-Compliance Audit. All Audit Reports are available at the OCF Website for review by the public. The following is a detail of the Full Field Audits and Periodic Random Audits issued:

AUDITS - FY 2022

DATE ISSUED

FULL FIELD AUDITS

- | | |
|-------------------------------|------------------|
| • Brooke Pinto for Ward 2 PCC | January 5, 2022 |
| • Jacque4 DC PCC | February 7, 2022 |

PERIODIC RANDOM AUDITS 2022

Political Action Committees

- Ward 6 Democrats – issued October 19, 2021
- Metro DC Democratic Socialist of America Solidarity DC PAC – issued June 3, 2022
- DC Statehood Green Party – issued June 10, 2022
- Ward One Democrats – issued September 28, 2022

Principal Campaign Committees

- Mendelson for Chairman 2022 – issued November 12, 2021
- Spiva for DC AG – issued April 22, 2022

- Rodney Red Grant for Mayor – issued May 20, 2022
- Corren Brown for Mayor – issued April 8, 2022
- Fred Hill for Council At-Large – issued July 11, 2022
- Campbell for Mayor – issued September 7, 2022
- Lauren Rogers for Ward – Issued April 29, 2022

Constituent Service Programs

- Our Ward 5 Constituent Service - issued November 12, 2021
- Mayor Bowser’s CSF – issued January 10, 2022
- Do Something CSP – issued May 3, 2022
- Ward 7 CSP – issued May 12, 2022

FULL FIELD AUDITS 2023, TO DATE

None

PERIODIC RANDOM AUDITS 2023, TO DATE

Candidates in the 2022 Election

- Kenyan 2022 – issued December 12, 2022
- Stacia 222 – issued December 12, 2022

Citizen Service Programs

- Ward 3 Constituent Service Fund – issued October 28, 2022
- Phil’s Fund for Citizen Service – issued December 12, 2022

It should be noted that the Audit Notification Letters for the Full Field Audit of Newly Elected Officials for the 2022 Election issued on February 1, 2023.

52. How does OCF measure the success of its audit process?

RESPONSE:

In general, as stated previously, the Agency measures the success of certain aspects of its Programs (Legal, Audit, Public Information, and the Fair Elections Program) based upon the ability to complete/perform defined tasks within a time certain, established by the Campaign Finance Laws or Regulations, or the OCF Standard Operating Procedures. For example, the desk review of financial reports and the conduct of informal hearings must be completed before the

next filing deadline; interpretative opinions must be issued within thirty (30) days of request; random audits must be completed within sixty days of initiation; financial reports must be made available for public review within 48 hours of receipt; requests for expedited advice must be resolved within fifteen (15) days; and the certification of FEP candidates within ten (10) business days of filing the affidavit declaring compliance with the Act. In other areas, the success of a program may be based on the actual number of participants for a specific activity. Specifically, the measure for the success of the Mandatory Electronic Filing Program and the Mandatory Training Program has been based on the number of registrants with the Office of Campaign Finance who have complied with both Programs. Moreover, the decrease in the initiation of enforcement actions may be directly attributable to the success of these Programs and the personal accountability required of candidates and treasurers through the certification to follow and comply with the Campaign Finance Laws. The achievement of these goals ensures the timely, accurate, and complete portrayal of campaign operations and the disclosure of financial records to the public upon which it can rely to make informed decisions in the election process.

Specifically, the OCF Key Performance Indicators, Measures and Target, and the Workload Measures for the Reports Analysis and Audit Division for the Traditional Campaign Finance Program are discussed below:

- (4) Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act. (2 Workload Measures and 2 Key Performance Indicators).
 - a. Percent of financial reports reviewed, evaluated, and analyzed before the next filing deadline. The target is 100%. D.C. Official Code § 1-1163.03 (a)(1)(H) authorizes the Director to make audits and field investigations from time to time of the financial reports filed under the Act. The corresponding Work Measure is the “Total number of financial reports reviewed, evaluated, and analyzed for the reporting period”. The objective is to review each report filed for complete and accurate reporting to ensure full disclosure before the next reporting deadline. The outputs and outcomes of this Performance Indicator are determined based upon the actual number of desk audits completed before the next filing deadline of the financial reports filed on the preceding filing deadline. To monitor this measure, the Agency collects the actual

number of financial reports received as reported in the OCF Database, the listings of financial reports referred by the Public Information Division to the Audit Division for review, and the actual number of desk reviews conducted by the Audit Division as maintained in the Division Records and reported in its monthly production statistics provided to the Board of Elections and published at the OCF Website. To validate the data, the Agency compares the number of actual reports received as captured on the OCF Database, the listings referred by the PIRM Division to the Audit Division for review, and the monthly activity statistics of the Audit Division.

- b. Percent of periodic random audits conducted within sixty (60) days of initiation. The target is 100%. D.C. Official Code § 1-1163.03 (a)(1)(H) authorizes the Director to make audits and field investigations from time to time of the financial reports filed under the Act. The corresponding Work Measure is the “Total number of periodic random and full field audits completed by the Audit Division”. The objective of the measure is to obtain full and complete disclosure of campaign operations through the audit process in a timely manner. To monitor this measure, the Agency researches and collects the actual number of audits conducted based on the monthly production statistics of the Audit Division which report the status of all ongoing audits, the letters of notification to filers of the initiation of audits, the actual number and date of Audit Reports issued by the Director and published at the OCF Website, and the Agency monthly production statistics presented to the Board of Elections and published at the OCF Website. To validate the data, the Agency compares the number of Audit Reports approved by the Director and published at the Website with the OCF monthly production statistics which include the Audit Division statistics, and the audit notification letters.

The achievement by the Reports Analysis and Audit Division of the Targets set for the Performance Measures for the Division ensures the timely, transparent, full, and accurate disclosure of the financial transactions of campaign operations stated in the Reports of Receipts and Expenditures filed with the Office of Campaign Finance and provides District Residents with the information necessary to make informed decisions at the polls.

53. How much did OCF impose in fines in FY22 and FY23, to date, and to which entities, and for what purpose? Of this amount, how much has been collected, from what sources, and how much is outstanding?

RESPONSE:

During FY22 and FY23, to date, the OCF informal hearing process has included the following:

§ Orders imposing fines 96 (61 PCCs, 12 PACs, FY2022) (16 PCCs, 7 PACs, FY 2023)

Total amounts of fines imposed \$131,275.00 (includes \$34,950.00 in FY 2023 To Date)

Fines vacated or settled for reduced amounts: \$20,175.00 (includes \$2,325.00 in FY 2023 to Date)

The fines collected during FY22 were from the following sources:

Amount of fines collected \$14,350.00 (includes \$2,700.00 in FY 023 to Date).

Outstanding fines \$66,825.00 FY2022; \$29,925.00 FY2023 to Date

During FY 2022, 9 cases in which the Respondents had not paid the fine imposed, appealed the Order imposing a fine or filed a Motion for Reconsideration were transmitted to the Office of the General Counsel for the BOE for Petitions for Enforcement actions, and the Board granted the Petitions in four of these matters which will be forwarded for further proceedings in the Superior Court of the District of Columbia. In addition, all unresolved orders that were issued in FY 2022 and FY 2023 to date in which the respondent has failed to pay the fine or seek redress, will be transmitted to the Office of the General Counsel for the BOE for enforcement proceedings during FY 2023.

a. How does OCF ensure that the imposition of fines deters unlawful conduct and is proportionate to the harm committed?

RESPONSE:

The Office of Campaign Finance ensures that the imposition of fines deters unlawful conduct through the pursuit of unpaid fines before the Board of Elections (Petitions for the Enforcement of Orders of the Director imposing fines) in open and adversarial proceedings, and in the

Superior Court of the District of Columbia. The levy of fines is publicized during the reporting of the activity of the Office of Campaign Finance at the monthly meetings of the Board of Elections, and the publication of the monthly activity report of the Agency and the Informal Hearing Orders at the OCF Website.

While OCF cannot assure that the imposition of fines will deter all unlawful conduct, the Agency uses its training seminars and mandatory entrance conferences to emphasize the importance of compliance with existing laws and regulations and the consequences of non-compliance. Specifically, we highlight the fact that fines have increased substantially and both candidates and treasurers may be personally liable for fines resulting from violations of the Campaign Finance Act. In addition, we stress the fact that all orders issued by OCF are published at our website and become a permanent part of the public record. Therefore, any fines or sanctions imposed by the OCF are exposed to both members of the public and the media immediately. Thus, a history of non-compliance irrespective of how limited or extensive can only expose one to unfavorable public scrutiny. The amount of the fines imposed is based upon the schedule of fines set forth in Chapter 37 of Title 3 of the District of Columbia Municipal Regulations which are reviewed and revised and updated periodically to assure that all provisions are applicable to current conditions.

54. How many committees are currently registered with OCF?

- a. How many committees have been registered with OCF each year, for the past ten years? Please break this number down by filer type.**

RESPONSE:

There are currently 168 Committees and Programs registered with the Office of Campaign Finance, including 58 Principal Campaign Committees; 40 Fair Elections Program Candidate Committees; 45 Political Action Committees; 6 Constituent Service Programs; 3 Statehood Fund Programs; 6 Initiative Committees; 1 Referendum Committees; 1 Recall Committee; 8 Independent Expenditure Committees.

The following Chart depicts new registrations by calendar year:

	PCC	PACs	CSP	Statehood	Initiative	Ref	Rec.	I.E.	Inaug.	Exp.	LDF
2012	53	10	1	0	2	0	2	0	0	0	0
2013	56	3	2	0	3	1	0	0	0	6	0
2014	72	11	0	0	7	0	1	0	1	4	0
2015	21	5	4	1	3	1	1	2	0	1	0
2016	38	3	0	0	4	0	1	8	0	1	0
2017	25	4	2	0	2	0	1	0	0	0	0
2018	63	3	0	0	5	3	0	3	1	0	0
2019	32	3	0	0	2	0	3	1	0	1	1
2020	37	2	0	0	5	0	1	1	0	1	0
2021	11	1	0	1	3	0	0	0	0	0	0
2022	44	4	0	0	1	0	0	6	1	0	0

b. How many committees registered in FY22 or FY23, to date, by filer type?

	<u>FY2022</u>	<u>FY2023</u>
PCC	23	0
FEP	44	1
PAC	4	0
I.E.	4	2
CSP/State	0	0
Exploratory	0	0
Init.	3	0
Ref.	0	0
Recall	0	0
Inaug.	0	1
LDF	0	0

55. How many principal campaign committees are currently open for the purpose of retiring debt?

RESPONSE:

There are currently twenty (20) principal campaign committees open for the purpose of retiring debt.

a. How long has each committee been open, and what is the outstanding balance of each?

<u>Committee Name</u>	<u>Registered Date</u>	<u>Loans</u>	<u>Debt</u>
2006 Orange for Mayor	6/24/2005	\$97,500	
Orange for Chair	5/10/2010	\$70,000	
Friends of Courtney R. Snowden	6/18/2014	\$16,000	
Kinlow Ward 8 Strong	12/23/2014	\$9,000	
<i>Cmte to Elect Sekou Biddle at-large</i>	<i>12/23/2010</i>	<i>\$15,000</i>	
<i>Sheila Bunn for Ward 8</i>	<i>1/7/2015</i>	<i>\$44,919</i>	
Cmte. To Elect Natalie Williams	12/9/2011	\$972	
Cmte. To elect Khalid Pitts 2014	4/2/2014	\$15,000	
Toliver for Ward 4	1/9/2015	\$5,000	
Abraham for Ward 8	12/31/2014	\$5,026	
Re-elect Yvette Alexander 2012	6/24/2011		\$7,700
<i>Hubbard for Ward 5</i>	<i>2/6/2012</i>		<i>\$1,066</i>
Strauss 2014 Committee	11/15/2013	\$25,000	\$9,369
Re-elect Yvette Alexander 2016	9/24/2015		\$4,600
Robert White 2016	12/11/2015	\$2,031	
<i>Markus for Ward 8*</i>	<i>3/2/2016</i>		<i>\$8,730</i>
Karen 7 SBOE	3/8/2016	\$250	
<u>2018 Committees</u>	<u>Registered Date</u>	<u>Debts</u>	<u>Loans</u>
Dionne for DC	10/5/2017	\$7,437	\$29,098
<i>Andria Thomas for DC</i>	<i>3/13/2018</i>	<i>\$20,000</i>	
<i>Frazier O'Leary for Ward 4*</i>	<i>9/7/2018</i>	<i>\$2,600</i>	<i>\$1,121</i>
<u>2020 Committees</u>	<u>Registered Date</u>	<u>Debts</u>	<u>Loans</u>
Paul Strauss Committee	11/26/2019		\$25,000
Elect Yaida Ford	1/10/2020		\$55,077
Brooke Pinto for Ward 2	2/13/2020		\$25,000
Brooke Pinto for Wd 2 Special Elect	2/13/2020		\$30,000

It should be noted that all loans are primarily owed by the committee to the candidate.

b. What activities, if any, did each of these committees undertake in FY21 and FY22, to date?

The Markus for Ward 8 Committee filed a Termination R&E Report on 1/31/2020. (Status is pending. Outstanding RFAI from December 2020, reissued in January 2022).

Hubbard for Ward 5 Committee filed a Termination Report on 3/15/2022 which was approved in May 2022.

The Frazier O’Leary for Ward 4 Committee filed an amended Termination R&E Report on 6/1/2022 which was approved in July 2022.

Andria Thomas committee filed a Termination Report on 1/31/2023. Approval is pending.

Committee to Elect Sekou Biddle At-Large filed a Termination Report on 1/30/2022. Approval is pending.

Sheila Bunn for Ward 8 Committee filed a Termination Report on 8/1/2022. Approval is pending.

56. Please provide an update on any enhancements OCF made to its e-filing and disclosure system in FY22 and FY23, to date.

RESPONSE:

In general, the most recent enhancements to the E-Filing and Disclosure System are discussed in the Responses to Questions No. 45, 46, and 47.

a. How has the agency used its e-filing system to flag excessive contributions upon filing?

The agency uses multiple methods to track and identify/flag excessive contributions that span more than one coverage period in the two modules described below:

First, the Contributions Data Entry Screen allows filers to enter contribution details into the E-Filing Applications:

- a. The E-Filing System provides a warning message to the filers – when a contribution is above/exceeds the allowed limit, the system will flash a warning message to the filer. This will allow the filer to address the excessive contribution and/or research duplicate contributions if any.
- b. Address auto-complete – The address of the contributor is auto populated as the filer types. The integration of the USPS address database prevents the entry of

addresses which are not available in the USPS database. The user entered address is compared against the USPS Standard Format. This feature requires the filer to accurately provide contributor information and limits the receipt of excessive contributions due to data errors in the reporting of information critical to the identification of the contributor.

- c. Contributors List and auto-complete – The filer has the option to select the name of a contributor from a pop-up list where the contributor has given previously, and the system will also auto populate the name as the user types the first name or last name or organization name, if present; and will store a code for the name entered to identify similar sounding names. This prevents the duplication of contributor information and data entry errors.
- d. Previous contributor validation – The system verifies if similar contributor exists in the system by comparing the sound of the contributor’s name. This prevents data entry errors and the duplication of contributor information.

Second, the Flagged Contributors Module is available for administrative use only and initially lists the filers who have received contributions more than the limits. This screen provides a quick summary that includes the committee’s name, number of excessive contributions, and the total amount received more than the allowed limit. The Module allows contributors to be grouped by name, address, or by both name and address by aggregate amount received, and by similar sounding contributor names. The module also features an export module that enables the export of all flagged contributions to excel and the referral of the lists to the Audit Branch for further review and inquiry.

57. Please describe OCF’s records preservation policies. Did the Agency make any changes to these policies in FY22 and FY23, to date?

RESPONSE:

In general, D.C. Official Code § 1-1163.04 (4) requires the Office of Campaign Finance to preserve paper and electronic copies of reports and statements for a period of at least ten (10) years from the date of receipt. The Agency has not made any changes to these requirements in FY22 and FY 23, to date. The images of the financial reports submitted online to the OCF, beginning 2006, by candidates, political committees, political action committees, lobbyists, public officials, and the constituent service and Statehood Fund Programs, are available at the

OCF Website. For historical purposes, the Agency maintains in Archive, the hard copies of financial records submitted before 2006, and maintains at the OCF Website, the financial reports of lobbyists and the disclosure statements of public officials through 2012, when the responsibilities for the Lobbying and the Financial Disclosure Statutes were transferred to the Board of Ethics and Government Accountability.

During FY 21, as directed by the D.C. Office of the Secretary, and assisted and guided by the Public Sector Solutions Group (PS2G), the OCF Records Retention Schedule was otherwise revised. **See Attachment L.**

58. Please provide an update on OCF’s efforts to promote compliance with the “affiliated entity” reporting requirement.

- a. In how many instances were affiliated entities of business contributors listed in FY22 or FY23, to date? Out of how many business contributors?**

RESPONSE:

		FY 22	
	<u>Business Contributors</u>		<u>Affiliated Entities</u>
PCC	217		1
PAC	256		1
CSP	14		0

		FY 23	
	<u>Business Contributors</u>		<u>Affiliated Entities</u>
PCC	52		0
PAC	16		0
CSP	3		0

The breakdown of contributor data researched by the Office of the General Counsel during FY22 and FY23, to date, is in the process of being completed by the General Counsel, and will be submitted on or before Monday, March 13, 2022.

b. What plans does OCF have in the remainder of FY23 to enhance compliance with this requirement?

RESPONSE:

During FY23, to date, the Office of Campaign Finance will continue to intensify its efforts to promote compliance with the “Business Contributor” Rule. The Agency expanded its Educational Program to extend its outreach efforts to the Business Community and notify various associations of the availability of the Agency to present seminars onsite at their facilities concerning the “business contributor” disclosure requirement to promote a clear understanding of the applicable provisions of the current laws and regulations, and of the dates of onsite seminars. Further, the Agency will incorporate Training Seminars specific to “Contributions by Business Entities” in its 2023 Training Calendar; and refer the Website Training for Business Contributors on OCF Form 32, to the Chamber of Commerce by link.

On January 21, 2022, the Agency emailed to the Chamber, the OCF 2022 Schedule of Virtual Training Seminars, which included scheduled Training on the Business Contributor, and the link to the Power Point Presentation for Business Contributors available at the OCF Website, for distribution to its membership.

As required by recent amendments to the Campaign Finance Act, the reporting requirements of contributions received from business contributors is reinforced to the filing community through the mandatory entrance conferences, the onsite educational seminars, the Pre-Notification and Request for Additional Information Programs, and the OCF Website. During the training sessions, the filing community is instructed that each business entity must identify for the committee at the time of contribution each one of its affiliated entities which have also contributed to the committee, and certify that for each contribution made, none of its affiliated entities have made a contribution that when aggregated with its contribution, exceeds the contribution limits; and that it is the responsibility of the committee to collect and disclose the information on its reports of receipts and expenditures. The Audit Branch uses the Request for Additional Information Program to require filing entities which report business contributions to

submit OCF Form 32 for review, and thereby verify compliance with the Business Contributor requirement. The Office of Campaign Finance modified the E-Filing Applications to provide a warning message that appears on the Screen when one is about to enter a business contribution which reminds the filer that “you are required to list the name of any affiliated entity that has also made a contribution to the committee.”

Last, the Office of Campaign Finance following each filing deadline, commencing with the October 10, 2019, due date, has conducted the random sample of the reported contributions of at least fifty (50) “Business Contributors” from each financial report to verify that the contribution does not exceed the contribution limitation. The Agency compares the sample to information included in publications and additional resources which identify business affiliates to determine whether any affiliated persons or entity of a business contributor has also contributed to the same committee. It should be noted that due to the small number of Business Contributors in FY22 and FY23, to date, the Office of Campaign Finance has verified the status of all Business Contributions.

Notwithstanding the efforts of the Agency, the Business Contributor bears the primary responsibility to disclose information regarding affiliated persons or entities to committees, which are then required to report same.

The breakdown of contributor data by donor type during FY22 and FY23, to date, follows:

FY 2022

Total Contributors – 9613

Individual Contributors – 8966 (93.2% of Total Contributors)

Business Contributors – 473 (4.92% of Total Contributors)

Individual Contributions to PCCs

4010

Individual Contributions to PACs

4956

Business Contributions to PCCs

217

Business Contributions to PACs
256

FY 2023

Total Contributors – 2828, to date
Individual Contributors – 2721 (96.2% of Total Contributors)
Business Contributors – 68 (2.4% of Total Contributors)

Individual Contributions to PCCs (FY 2023: 10/1/22 - 1/31/23)
541

Individual Contributions to PACs (FY 2023: 10/1/22 – 1/31/23)
2180

Business Contributions to PCCs (FY 2023: 10/1/22 – 1/31/23)
52

Business Contributions to PACs (FY 2022: 10/1 /21 – 1/31/23)
16

Traditional System:

Business Contributors for FY 2023

- | | |
|-------------------------------------|----|
| • October 10 report | 67 |
| • 8 Day Pre General Election report | 22 |
| • December 10 report | 13 |
| • January 31, 2023 Report | 0 |

c. How has the agency made information relating to affiliated entities publicly accessible?

RESPONSE:

During FY16, the Agency introduced at the OCF Website, the Affiliated Entity Search, which may be found at the “Data and Reports” Link on the Home Page. This Search Feature allows the public to search contributions to identify contributions by a business entity, where the filer has listed all the affiliated entities of the business contributor which have also contributed to the filer. The business contributor and its affiliated entities share the contribution limits imposed by the Campaign Finance Act. The user must select the criteria that best defines the results required (i.e., the recipient, the report name, the amount, the date, the contributor, the contribution location, and the contribution type). The database for this feature is dependent upon the reporting

of affiliated entities on Schedule A (Contributions) of the Report of Receipts and Expenditures where the filer reports the receipt of contributions by a “Business Contributor” whose affiliated entities have also contributed to the same recipient.

59. Please provide an update on OCF’s use of social media to engage the public and disseminate information. In advance of the 2024 elections, how does OCF plan to use social media?

RESPONSE:

The Office of Campaign Finance maximizes its Social Media platforms to engage, inform, and disseminate information to the public. The Agency utilizes the OCF Facebook Page to increase its transparency and extend its outreach to the public. The goal of the social media tool is to provide the public and targeted groups with pertinent information in a timely manner. The Facebook posts include information relative to Mandatory Training requirements and scheduling for both the Traditional and Fair Elections Programs, the schedule for public training seminars, filing dates, the release of Orders, and Audits, the effective date of new legislation affecting the Campaign Finance Laws, the availability for public view online at the OCF Web Site of financial reports and summary contribution and expenditure information, and job opportunities at the OCF. Visitors to the Agency’s Website can click the Facebook Icon and access the Facebook Page.

The Office of Campaign Finance established the Agency Twitter Account on April 25, 2016. The Twitter Account is used to disseminate information and to present data as it occurs in real time, and to engage the public and targeted groups (candidates and treasurers) with pertinent content. Through Twitter, the OCF has increased its transparency, audience, and ability to share information concerning the business of the Agency. The public can respond to the tweets with questions, comments or concerns and receive feedback immediately. Twitter is a social media broadcast platform that provides interactive engagement and dialogue. The Agency is also able to track and address areas of concern that might be trending. Twitter, like the OCF Facebook Page is a free social media site. It is an important tool that has enhanced OCF’s transparency and increased the agency’s social media outreach avenues. When needed, a link to the OCF’s

Facebook Page or Website is provided for additional information. The link to OCF's Twitter Account may also be accessed by clicking the Twitter Icon at the Agency's Web Site.

During FY22, and FY23, to date, OCF posted 31 messages on its Facebook Page, and two hundred and ninety-one (291) people were reached, with forty-six (46) engagements; and tweeted 194 messages on the Twitter Account, with a total of 289 following and 64 new followers gained. The substance of the messaging during FY 22, and FY 23, to date, provided a continuous flow of information about Election Year 2022. The OCF will use its Social media Platforms during the 2024 Election Cycle to provide notifications about the 2024 Elections, will include links to OCF press releases, training calendars, training tutorials, filing deadlines and the availability of filed reports for review, information about candidate registrations, the 2024 Debate schedules, reporting requirements, the availability of the 2024 Election Brochures, and OCF Community Outreach. The OCF's transition from an onsite operation to teleworking status during the COVID-19 Public health Emergency beginning in March 2020 required that the Agency keep the community and targeted groups aware of the changes in the Agency's operations and activities.

60. Please describe OCF's strategy to continuously improve the agency's website's functionality and its communication strategy. How does OCF engage stakeholders in this process?

RESPONSE:

The Office of Campaign Finance employs online surveys at the OCF Website to elicit feedback from the public on the services, features, and information it provides at the OCF Website. For example, as the result of the responses from the 2009 Online Survey, it was recommended that the OCF Website be made compatible for all the industry standard browsers, and that the requirement for the submission of paper reports be eliminated where financial reports were electronically filed. Based on these recommendations, in FY 2011, cross browser compatibility was implemented to ensure the compatibility of the Electronic Filing System Application with all browsers, including IE6.O, and above, Firefox, Safari, and Chrome. Further OCF sought legislative authority for the electronic signature, and the electronic signature functionality was introduced in FY 2010. Respondents of the first OCF Customer Service Survey, disseminated in

Calendar Year 2000, strongly encouraged the use of electronic filing. The Council heeded the concerns of the Agency that notwithstanding the upgrade of the computer system at that time, timely disclosure remained hampered by the submission of hard copy documentation. Legislation providing for the electronic filing of finance and disclosure reports was subsequently enacted.

The January 2017 online Survey of the Website services and features was open from August 2016 to January 2017 for users of the website to participate in the survey via a popup window. A total of 26 users responded. The purpose of the Survey was to assess the effectiveness and efficiency of the redesigned OCF E-Filing Applications and Web Site to deliver information and services. The original OCF Website and E-Filing System were designed in Fiscal Year 2002. As previously reported, the Office of Campaign Finance during Fiscal Years 2013 and 2014, worked closely with the Office of the Chief Technology Officer to redesign the OCF homepage layout and navigation scheme. The redesign required the migration of the OCF database content and EFs applications to the new DC. Gov Drupal content management system. On April 15, 2015, the new OCF Website launched. The conversion of the website to the new easier web platform has improved navigation and performance and provided a more citizen centric layout of information with a contemporary look and feel. The Website Usability Survey Report was submitted to the OCF on January 13, 2017, and the results evaluated, and recommendations forwarded for enhancements to the OCF on September 26, 2017. The OCF Management Team evaluated the recommendations and approved several for implementation. The recommended enhancements undertaken in FY18 included a feedback form to enable filers to provide comments/feedback on their use of the OCF E-Filing System, with a rating option, and an administrative module which allows the Agency to view the feedback. It should be noted that the OCF also provides at the OCF Website Homepage, a Customer Survey powered by Survey Monkey which requests the reason for the visit (online filing, view OCF Data and Reports, or to view OCF Regulations/Guidance/Enforcement); asks visitors to the website to rate the website on a scale of 1 to 5, on the amount of information, quality of information, ease of finding information, design of the website, and page loading speed; whether the visitor experienced any difficulties using the website with any of the listed browsers; and requests comments.

During Fiscal Year 2022, there were 193 responses to the Survey for the Traditional Campaign Finance Program. The Survey requests the user to rate the system using a five (5) star ranking, five (5) being the highest, and to provide comments if they wish. Of the 230 responses, 142 or 74% gave a ranking of five (5) stars; 178 (36 + 142) or 92% gave the traditional e-filing system a ranking of four (4) stars or better. There were eighty-eight (88) responses with ratings for the Fair Elections Program Survey during the same period. Of the eighty-eight (88) responses, fifty-eight (58) or 66% gave a rating of five (5) stars, and sixty-eight (68) or 77% gave a rating of four (4) stars or higher. To evaluate the effectiveness of the onsite educational seminars and entrance conferences, the OCF circulates surveys to solicit feedback from participants at the conclusion of each session to determine whether the presentations achieved acceptable satisfaction ratings. Participants are invited to evaluate the thoroughness, timeliness, and overall quality of the content of materials used, as well as the proficiency of agency facilitator(s), and the conduciveness to learning of agency facilities; and to suggest other subject areas for seminar coverage, or to make any other suggestion deemed to promote the efficiency or effectiveness of the OCF operations. Each evaluation form is reviewed by the training facilitator to ensure that suggestions requiring agency or programmatic consideration are transmitted for review.

The Agency has also used surveys to aid in the assessment of the Debate Program. The OCF received a total of six (6) completed Responses following the 2022 DC Debates for the 2022 November General Election and received an overall rating of 6.07 out of 10 in the areas of overall level of satisfaction with the 2022 General Election Debates, the Moderators, the quality of the questions/content, the quality of the virtual experience, and how likely would you be to attend or watch one of the OCF future debates.

The Agency has learned that citizens/constituents are actively engaged in the affairs of government, and that their knowledge, experiences, and input should be considered when adopting practices and policies that affect them. In this regard, the Office of Campaign Finance continuously updates its website and seeks to improve its user-friendliness. The Agency systematically reviews the OCF regulations to develop proposed regulations to impact the practical administration and enforcement of issues facing candidates and political committees.

61. Please explain the methods by which OCF informs the public about the conduct, activities, and financial operations of candidates, political committees, constituent service and statehood fund programs.

RESPONSE:

The Office of Campaign Finance fully utilizes the Agency Website, the Facebook Page, the Twitter Account, the Email Subscription Service, the Biennial Reports, and the Monthly Production Statistics, to inform the public about the conduct, activities, and financial operations of the candidates, political committees, exploratory, transition, inaugural, and legal defense committees, and the Constituent Service and Statehood Fund Programs. All financial reports, including those of candidates in the Fair Elections Program, are immediately posted at the OCF website and are available real time upon submission. All Audit Reports, Investigative and Informal Hearing Orders are published at the OCF website upon issuance, and all Open Investigations and other OCF production statistics are published at the OCF Website, presented during the monthly meeting of the Board of Elections (BOE), and published at the BOE website.

The Agency's website provides monthly schedules of the public training seminars held onsite and accessed monthly with the use of online webinars. OCF's Social Media platforms, Facebook Page and Twitter accounts allow information, content, and data to be accessed in real time through posts and tweets. More specifically, the OCF Website offers the following features and services, which are designed to provide campaign finance data in user friendly and accessible formats:

(1) Data and Reports Link

- (b) Financial Reports – Real time images of the financial reports filed with the Agency, including the FEP financial reports, generated by the E-Filing Application or through the data entry of paper submissions are available, from 2006 through the current reporting period, for public inspection, and may be searched by Filer Type, Filing Year, and Report Name; and Reports and Summaries of Contribution Information by Denomination and Donor Type and Expenditure Information by Type, with visuals (pie charts) to denote percentages, are generated by the OCF Database when financial

reports are submitted, and made available for public inspection. The Reports and Summaries may be searched by Filer Type, Filing Year, and Report Name.

- (c) Traditional Program Contributions and Expenditures – This Search Feature provides access to all contributions and expenditures reported from 2003, through the current reporting period, and allows the public to use several different criteria to define the results required and search contribution data (i.e., the contributor’s name, recipient, report name, amount, date of contribution, contributor’s location, and contribution type), or expenditure data (i.e., the payor, the report name, the amount, the date, the payee, the payee location, and the expenditure type).

- (d) Traditional Program Registration Disclosures – This Search Feature allows the public to search the OCF Database to view the Electronic Disclosure of Registration Statements filed with the Agency by candidates/principal campaign committees (including FEP candidates/committees), political action committees, Constituent Service Programs, and others. To define the results required, the user may select Filer Type, Election Year, and Committee Name. For example, the Filer Type “candidate” search result will display for the Election Year selected, the names of all candidates who have registered to participate in that election cycle, their Party Affiliation and the Office for which election is sought. The user may then select a specific candidate, to view the candidate’s Statement of Registration, Committee Statement of Organization, Filing History (i.e., Report Name and coverage period) and Enforcement/Complaints. The “Enforcement/Complaints” history provides the Orders/Audit records for the selected candidate/committee in the Agency with the Docket Number, the Order Type, the Issuance Date, and Comments.

- (e) Biennial Reports – This Search Feature allows the public to search and select for public inspection the Biennial Reports of the Agency, by date, from which to view the summary of the receipts and expenditures of candidates for public office and committees for the prior two-year period. The Biennial Reports provide a historical context of the money spent in DC Elections. For the coverage period selected, the

contributions are sorted by denomination and donor type, and the expenditures by type, with graphs (pie charts) to visualize the percentages of the reported information.

- (f) Summary of Campaign Finance Reports – This Search Feature allows the public to select by calendar year and month, the Monthly Production Reports of the Office of Campaign Finance from which to view the activity of the Agency, including financial reports received in both the Fair Elections and Traditional Campaign Finance Programs, disbursements authorized from the Elections Fund, the names of candidates certified into the Fair Elections Program, the names of committees who failed to file, new candidate and committee registrations, mandatory training conferences conducted, desk reviews conducted, audit reports, interpretative opinions, and informal hearing orders issued, the list of ongoing audits and investigations, fines issued, and petitions for enforcement filed before the Board of Elections. The Monthly Production Report of the Agency is presented at the open meetings held by the Board of Elections.

- (g) Affiliated Entity Search – This Search Feature allows the public to search contributions to identify contributions by a business entity, where the filer has listed all the affiliated entities of the business contributor which have also contributed to the filer. The business contributor and its affiliated entities share the contribution limits imposed by the Campaign Finance Act. The user must select the criteria that best defines the results required (i.e., the recipient, the report name, the amount, the date, the contributor, the contribution location, and the contribution type).

- (h) Traditional Program Active Candidates List – This Search Feature provides the public with active lists based on the Election Year selected of Candidates with Committees and without Committees. The Active Candidates List displays for the Election Year selected the candidate’s name, committee name, election year, party, and office.

- (i) Active Committees List - This Search Feature provides the public with active lists of committees for the Election Year and Filer Type selected (includes principal campaign committees, political action committees, initiative, referendum, and recall

committees, inaugural, legal defense, transition, exploratory and independent expenditure committees, and the Constituent Service and Statehood Fund Programs). The Active Committees List displays for the Filer Type and Election Year selected, the registration date of the committee, and the totals reported for contributions, expenditures, and loans.

- (j) Traditional Program Quick Stats – This Search Feature gives the public a quick view of various statistics maintained by the OCF specific to Principal Campaign Committees for the Filing Year selected, including the Total Contributions by Denomination, the Total Contributions by Contributor Type, the Top 10 Principal Campaign Committees by Total Contributions Received, the Top 10 Principal Campaign Committees by Total Loans Received, and a list of the Recently Formed Principal Campaign Committees with the organization date. Graphs are used to depict the percentage terms of the various statistics.
- (k) FEP Quick Stats – This Search Feature allows the public to obtain by Election Year, the total number of registered and certified candidates, the total amount of public fund payments, and the total amount of remissions; the Numbers by Office of candidates registered and certified, with total contributions, and public payments disbursed provided for each office; and for the Election Year selected, statistics for the “Top 10 Candidates” by “Number of DC Supporters”, “Number of Non-DC Supporters”, Total Contributions Received”, “Total Expenditures”, “Public Funds Received” and “Total Contributions from Self/Family”.
- (l) The “Fair Elections Candidates Payment and Information” Dashboard Link - Presents Summary of “Payments Made To-Date”, the “Total Base Payments”, the “Total Matching Payments” and “Total Payments Made”, in total for all committees combined as well as separately for each committee. Further, access is provided at this Link to the searchable listing of all candidates by election year and report summary and to the following searchable Report listings: Filer Reports; Contributions/Receipts; Expenditures; Audit Reports; Orders; and to the afore-mentioned FEP Statistics.

- (m) The FEP Contributions and Expenditures Public Search Feature with data download based on the financial reports filed online by the Fair Elections candidate committees - Enables the search of contributions by the recipient, report name (including filing year), amount (with value range), date (with date range), contributor name, contributor address (by city, state, zip code), and contribution type (cash, check, credit card, etc.): and expenditures by the payor, report name, amount (with value range), date (date range), payee name (individual, business), payee location (by city, state, zip), and expenditure type and purpose (based on Schedule B of the R&E Report).
- (n) FEP Registration Disclosures - Provide the date of registration, the listing of chairperson and treasurer, public fund payouts by type, amount, and date, financial reports filed, and any audits or orders issued to the committee.

(2) Services Link

(a) Download Campaign Finance Filer Data – This Service allows the public to download data obtained from financial reports electronically filed or entered from paper submissions into the OCF Database. The information may be searched, sorted, viewed, and exported from the database into different formats, including PDF, Excel, CSV, or XML. The user can organize and analyze the data in greater detail.

(3) The Agency maintains the following enforcement information involving registrants under the Campaign Finance Act at its Website: Administrative Dismissal and Vacated Orders of Candidates and Political Committees; Complaints & Final Decisions (Includes a Search Feature by Topic); Final Audit Reports; and Informal Hearings on Delinquent Filers including Candidates and Political Committees.

The Office of Campaign Finance also uses the Website to disseminate News Releases, to announce upcoming filing deadlines for the submission of financial reports, and to publish the schedule of Educational Training, to which the public is invited. The Campaign Finance Guide and the Educational Brochures are also available for public view at the Website. The Guide summarizes the procedures and guidelines which govern the registration, financial reporting, and

disclosure requirements of candidates, committees, and elected public officials in the District of Columbia. The Brochures offer critical information in a more concise fashion.

The Agency continues to use the OCF Facebook Page to further extend educational outreach to the public through the posting of upcoming training, filings, the release of orders and audits, and links to new features at the Website. Social website users are referred by the OCF Face Book Page to the Agency's Website for more detailed information where appropriate, and links are provided to aid in that process. An Icon is provided at the OCF Website to select and connect with the Page.

The Office of Campaign Finance established the Twitter Account on April 25, 2016. The Twitter Account is used to disseminate information and to present data as it occurs in real time, and to engage the public. Through Twitter, the OCF has increased its transparency, audience, and ability to share information concerning the business of the Agency. The public can respond to the tweets with questions, comments or concerns and have them addressed immediately. Twitter is a social media broadcast platform that provides interactive engagement and dialogue. The Agency is also able to track and address areas of concern that might be trending. Twitter, like the OCF Facebook Page is a free social media site. It is an important tool that has enhanced OCF's transparency and increased the agency's social media outreach avenues. When needed, a link to the OCF's Facebook Page or Website is provided for additional information.

The email subscription service invites members of the public to subscribe, indicating their preferences, to receive email updates on the issuance of final decisions in investigative cases, audit reports, and interpretative opinions. As of this date, in FY 23, there are 1434 new subscribers.

In addition, the Office of Campaign Finance reports monthly to the Board of Elections during its regularly scheduled meetings on the activity of the Agency for the previous thirty (30) day period. The Agency Report details the financial reports received, the failures to file, the new candidate and committee registrations, the certification of candidates into the Fair Elections Program, and the disbursement of public funds, the mandatory training conferences conducted, the number of desk reviews conducted, audit reports issued, the status of ongoing audits and

investigations, the imposition of any fines, and the filing of any petitions for enforcement with the Board.

Last, the Agency informs the public about the financial operations of its registrants through the conduct of periodic and Full Field Audits, which culminates in the issuance and publication of the Audit Reports at the OCF Website for public view. During the election cycle, the Audit Division conducts periodic audits of the Reports of Receipts and Expenditures of the candidates and principal campaign committees registered for the upcoming election, and of political action committees active in an election cycle. The Division also conducts periodic random audits of constituent service programs for every other filing deadline and of continuing committees on every filing deadline. Full field audits are conducted on all newly elected officials and Inaugural Committees; and where warranted, in investigative matters. All Audit Reports are published at the OCF Website.

62. How does OCF stay apprised of national trends in campaign finance?

RESPONSE:

The Agency has continued to forge working relations with local and state Campaign Finance agencies across the country, including with campaign finance agencies located in Annapolis, Maryland, New York, New York, and Hartford, Connecticut. As the Committee was previously informed, the OCF met with Campaign Finance Officials in New York City, New York, and Annapolis Maryland, during the latter part of Fiscal Year 2018, to discuss the respective public financing programs of both jurisdictions. The visit provided the Office of Campaign Finance with the opportunity to observe firsthand the administration/management of public financing programs. The Office of Campaign Finance communicated in FY20 and FY21 with the various jurisdictions concerning specific aspects of the administration of their public financing programs, including the verification and processing of contributions by credit cards, the minimum contribution amount for match, contributions by family members, the debate process, and post-election audits. In addition, the Agency routinely reviews the statutes, regulations, forms, brochures, guides, training materials, and post-election reports of our peers for a comparison of our processes.

Further, the Agency has continued in FY 22 and FY 23, to date, to maintain a relationship with the Council on Government Ethics Laws (COGEL) and to exchange ideas and information regarding local and national trends in Campaign finance Law. The members of the Office of Campaign Finance Staff participated in the 2022 (Virtual Conference, December 2021) and the 2023 Council on Government Ethics Laws (COGEL) Conferences in December 2022 (Onsite in Montreal, Canada). Attendance at the COGEL Conference, notwithstanding the format, presents the OCF staff members with the opportunity to attend seminars critical to the successful administration of the Campaign Finance Laws. The attendees are exposed to the emerging trends in Campaign Finance Laws and Operations and provided the occasion for the exchanges of ideas and the establishment of contacts with colleagues in state and federal jurisdictions in the United States and in Canada. On February 2, 2023, COGEL notified the Agency that it will commence free monthly roundtables, seminars, and other programs geared to all levels of staff from its member organizations, beginning on February 16, 2023, to allow COGEL members to connect and learn throughout the year.

In addition, the Agency has continued its longstanding relationship with the Brennan Center for Justice which has been a valuable resource for legal and ethical information related to advancements in Campaign Finance Law nationally. The Fair Elections Division Manager and the Operations and Policy Chief also attended a Conference in July 2022 in Albuquerque, New Mexico with the Campaign Officials from other States who administer public funding programs to discuss the development/benefits/pros/cons of electronic filing systems for these programs. The City Clerk's Office, Albuquerque, New Mexico, hosted the gathering of the administrators of public financing programs from around the county. The City Clerk's Office received a grant from the Thornburg Foundation to host this gathering, which was possibly the first gathering of its kind and provided the opportunity for the various administrators in attendance to share best practices and discuss the modern challenges of administering public finance and campaign finance programs.

Last, the Office of Campaign Finance produced the March 2021 FEP Post-Election Report for the 2020 Election Cycle, which included a comprehensive review of the Public Financing

Programs in various States and Municipalities, and a comparative analysis of the District of Columbia's Fair Elections Program. The extensive research revealed that although the District's Program was recently implemented, the FEP is by far one of the Nation's most progressive and effective public financing programs. This endeavor required the examination of the pertinent jurisdictional websites, statutes, regulations, and election results, as well as, in many instances, direct communication with Elections and Campaign Finance Officials to verify their procedures. The Agency is in the process of preparing the 2022 Post-Election Reports which are due in August of 2022, and will review the various public financing programs of the States and other municipalities for the revision, if any, of their laws, and will also, based on the experience of the OCF in administering and navigating the Fair Elections Program through two (2) Election Cycles, determine whether there are areas of the Program which require legislative change.

63. Please provide an update on candidate participation in the Fair Elections Program for the 2024 election cycle.

- a. **Please provide the relevant portions of the tables below for the 2024 election cycle.**

RESPONSE:

See **Attachment M**, the Tables of FEP Candidate Activity for the 2022 and 2024 Election Cycles.

- b. **How many participating candidates have sought certification in the Fair Elections Program for the 2022 election cycle, and the 2024 election cycle, to date?**

RESPONSE:

For the 2022 Election Cycle, there were 52 Candidates who registered seeking to participate in the Fair Elections Program, and 20 Candidates who registered in the Traditional Campaign Finance Program. To date, for the 2024 Election Cycle, one (1) Candidate has registered seeking to participate in the Fair Elections Program, and one (1) Candidate has also registered in the Traditional Campaign Finance Program.

c. How many candidates have qualified for the Program, to date?

RESPONSE:

The Office of Campaign Finance certified 42 Candidates as “Participating Candidates” in the Fair Elections Program during the 2022 Election Cycle, who were eligible to receive public funds: 31 Candidates were certified to participate in the Program in the June 21, 2022, Primary Election; and 11 Candidates were certified to participate in the November 8, 2022 General Election. To date, the Office of Campaign Finance has not certified any Candidates to participate in the 2024 Election Cycle.

d. Have any Fair Elections certifications revoked by OCF during the 2022 election cycle, and to date, in the 2024 election cycle? Of those revoked, were any appealed, and if so, what was the outcome? Were all funds properly remitted?

RESPONSE:

The Office of Campaign Finance did revoke the certification of two (2) Candidates during the 2022 Election Cycle whom the Board found did not qualify for ballot access. The Board Order was appealed in one instance, and the Decision of the Board affirmed. The Candidate has remitted \$557,642.34, to date. In the second matter, the Candidate did not appeal, and has remitted \$198.95, to date. The Agency during the conduct of the 2022 Post-Election Audits will determine whether other funds remain to be remitted. The OCF, to date, has not certified any candidates as qualified to participate in the 2024 Election Cycle, and therefore, has not, to date revoked the certification of any participating candidates in the Fair Elections Program.

e. Has any candidate seeking certification/participating candidate received a contribution from a Fair Elections Committee (“FEC”)? If so, which candidate(s), from which FEC(s), and in what amount(s)?

RESPONSE:

No candidate seeking certification/participating candidate received a contribution from a Fair Elections Committee (“FEC”) during the 2022 Election Cycle, and to date, in the 2024 Election

Cycle. To date, there have been no Fair Elections Committees registered with the Office of Campaign Finance.

- f. **Has any candidate seeking certification/participating candidate contribute their own personal funds or those of their immediate family? If so, which candidate(s), from which immediate family member(s), and in what amount(s)?**

RESPONSE:

The following candidates during the 2022 and 2024 Election Cycles seeking certification/participating candidates contributed their own personal funds or received those of their immediate family member, as listed below, by name of Committee and person identified as immediate family member on Schedule A2, Itemized Receipts from Candidate and/or Immediate Family, and total contribution(s):

Itemized Receipts from Candidate and/or Immediate Family, and Total Contribution(s)

Committee	Candidate	Contributor First Name	Contributor Last Name	Contribution Date	Amount
Ambrose Lane, Jr. At-Large (Democrat)	Ambrose Inman Lane (Council At-Large)	Ambrose	Lane	1/29/2022	\$ 1,500.00
Ambrose Lane, Jr. At-Large (Democrat)	Ambrose Inman Lane (Council At-Large)	Nura	Green	1/26/2022	\$ 100.00
Andre for DC	Andre Delontae Davis (Mayor)	Sherry	Davis	1/31/2022	\$ 100.00
Andre for DC	Andre Delontae Davis (Mayor)	Andre	Davis	2/17/2022	\$ 100.00
Anita Bonds 2022 Committee	Anita Bonds (Council At-Large)	Anita	Bonds	11/16/2021	\$ 1,600.00
Anita Bonds 2022 Committee	Anita Bonds (Council At-Large)	Lesa	Bonds	12/16/2021	\$ 100.00
Anita Bonds 2022 Committee	Anita Bonds (Council At-Large)	Arthur	Bonds	1/9/2022	\$ 100.00
Beau Finley for Ward 3	Beau Finley (Council Ward 3)	Robert	Finley	3/5/2022	\$ 50.00
Beau Finley for Ward 3	Beau Finley (Council Ward 3)	Julia	Finley	3/3/2022	\$ 50.00
Beau Finley for Ward 3	Beau Finley (Council Ward 3)	Julia	Finley	3/5/2022	\$ 50.00
Beau Finley for Ward 3	Beau Finley (Council Ward 3)	Julia	Masheter	3/5/2022	\$ 50.00
Ben for Ward 1	Ben Michael Williams (D.C. State Board of Education Ward 1)	Joanne	Williams	7/31/2022	\$ 20.00

Itemized Receipts from Candidate and/or Immediate Family, and Total Contribution(s)

Committee	Candidate	Contributor First Name	Contributor Last Name	Contribution Date	Amount
Ben for Ward 1	Ben Michael Williams (D.C. State Board of Education Ward 1)	Richard	Williams	8/5/2022	\$ 20.00
Ben for Ward 1	Ben Michael Williams (D.C. State Board of Education Ward 1)	Noah	Williams	7/31/2022	\$ 20.00
Ben for Ward 1	Ben Michael Williams (D.C. State Board of Education Ward 1)	Brian	Williams	7/31/2022	\$ 20.00
Ben for Ward 1	Ben Michael Williams (D.C. State Board of Education Ward 1)	Nathan	Williams	8/23/2022	\$ 20.00
Ben for Ward 1	Ben Michael Williams (D.C. State Board of Education Ward 1)	Jacob	Williams	8/30/2022	\$ 20.00
Ben for Ward 3	Benjamin Zoltan Bergmann (Council Ward 3)	Max	Bergmann	3/29/2022	\$ 50.00
Ben for Ward 3	Benjamin Zoltan Bergmann (Council Ward 3)	Anna	Lonnberg	3/2/2022	\$ 50.00
Ben for Ward 3	Benjamin Zoltan Bergmann (Council Ward 3)	Alice	Freifeld	3/1/2022	\$ 50.00
Ben for Ward 3	Benjamin Zoltan Bergmann (Council Ward 3)	Benjamin	Bergmann	2/27/2022	\$ 1,500.00
Ben for Ward 3	Benjamin Zoltan Bergmann (Council Ward 3)	Benjamin	Bergmann	2/27/2022	\$ 234.05
Ben for Ward 3	Benjamin Zoltan Bergmann (Council Ward 3)	Benjamin	Bergmann	3/6/2022	\$ 280.00
Ben for Ward 3	Benjamin Zoltan Bergmann (Council Ward 3)	Benjamin	Bergmann	2/28/2022	\$ 11.66
Bradley Thomas for DC Council 2022	Bradley Ashton Thomas (Council At-Large)	TERRY	THOMAS	11/15/2021	\$ 100.00
Bradley Thomas for DC Council 2022	Bradley Ashton Thomas (Council At-Large)	KRYSTEN	THOMAS	11/15/2021	\$ 100.00
Brian for DC	Brian L. Schwalb (Attorney General)	Brian	Schwalb	6/14/2022	\$ 1,900.00
Brian for DC	Brian L. Schwalb (Attorney General)	Sydney	Schwalb	1/14/2022	\$ 200.00
Brian for DC	Brian L. Schwalb (Attorney General)	Brian	Schwalb	12/31/2021	\$ 200.00
Brian for DC	Brian L. Schwalb (Attorney General)	Mickie	Simon	12/13/2021	\$ 200.00
Brianne for DC 2022	Brianne Kruger Nadeau (Council Ward 1)	Wendy	Shue	12/10/2021	\$ 50.00

Itemized Receipts from Candidate and/or Immediate Family, and Total Contribution(s)

Committee	Candidate	Contributor First Name	Contributor Last Name	Contribution Date	Amount
Brianne for DC 2022	Brianne Kruger Nadeau (Council Ward 1)	Steven	Nadeau	12/10/2021	\$ 50.00
Brianne for DC 2022	Brianne Kruger Nadeau (Council Ward 1)	Brianne	Nadeau	10/3/2021	\$ 50.00
Brianne for DC 2022	Brianne Kruger Nadeau (Council Ward 1)	Jayson	Harpster	9/17/2021	\$ 50.00
Brianne for DC 2022	Brianne Kruger Nadeau (Council Ward 1)	Leah	Nadeau	10/3/2021	\$ 50.00
Cheh 2022	Mary Cheh (Council Ward 3)	Mary	Cheh	6/18/2021	\$ 2,500.00
Committee to Elect Nate Fleming	Nathan Leon Fleming (Council At-Large)	Nathan	Fleming	1/30/2022	\$ 100.00
Committee to Elect Robert Henderson	Robert Bruce Henderson (D.C. State Board of Education Ward 5)	Robert	Henderson	7/21/2022	\$ 20.00
Committee to Elect Robert Henderson	Robert Bruce Henderson (D.C. State Board of Education Ward 5)	Deidra	Henderson	7/21/2022	\$ 20.00
Committee to Elect Robert Henderson	Robert Bruce Henderson (D.C. State Board of Education Ward 5)	Judy	Henderson	7/21/2022	\$ 20.00
Committee to Elect Robert Henderson	Robert Bruce Henderson (D.C. State Board of Education Ward 5)	Jacob	Buchanan	7/22/2022	\$ 20.00
Committee to Elect Robert Henderson	Robert Bruce Henderson (D.C. State Board of Education Ward 5)	Andre	Coles	7/29/2022	\$ 20.00
Committee to Elect Robert Henderson	Robert Bruce Henderson (D.C. State Board of Education Ward 5)	Holly	Pinter	8/1/2022	\$ 20.00
Committee to Elect Robert Henderson	Robert Bruce Henderson (D.C. State Board of Education Ward 5)	Arthur	Coles	9/19/2022	\$ 20.00
Committee to Elect Robert Henderson	Robert Bruce Henderson (D.C. State Board of Education Ward 5)	Bruce	Henderson	9/28/2022	\$ 20.00
Committee to Elect Sabel Harris	Sabel Elizabeth Harris (Council Ward 1)	Jackie	Vu	12/2/2021	\$ 50.00
Committee to Elect Sabel Harris	Sabel Elizabeth Harris (Council Ward 1)	Amil	Harris	1/12/2022	\$ 50.00
Committee to Elect Salah V Czapary	Salah Victor Czapary (Council Ward 1)	Salah	Czapary	3/18/2022	\$ 50.00
David For Ward 3	David Krucoff (Council Ward 3)	Ella	Krucoff	12/22/2021	\$ 50.00
David For Ward 3	David Krucoff (Council Ward 3)	Neal	Krucoff	12/22/2021	\$ 50.00

Itemized Receipts from Candidate and/or Immediate Family, and Total Contribution(s)

Committee	Candidate	Contributor First Name	Contributor Last Name	Contribution Date	Amount
David For Ward 3	David Krucoff (Council Ward 3)	Jacob	Krucoff	2/11/2022	\$ 25.00
DC For Sharece Crawford	Sharece Crawford (Council At-Large)	Amanda	Crawford	12/9/2021	\$ 5.00
DC For Sharece Crawford	Sharece Crawford (Council At-Large)	Sharece	Crawford	9/6/2021	\$ 100.00
DC For Sharece Crawford	Sharece Crawford (Council At-Large)	Sharece	Crawford	9/10/2021	\$ 100.00
DC For Sharece Crawford	Sharece Crawford (Council At-Large)	Sharece	Crawford	6/3/2022	\$ 98.79
Elissa for DC	Elissa Caren Silverman (Council At-Large)	Elissa	Silverman	9/26/2022	\$ 2,300.00
Elissa for DC	Elissa Caren Silverman (Council At-Large)	Jacob	Silverman	4/10/2022	\$ 100.00
Elissa for DC	Elissa Caren Silverman (Council At-Large)	Ruth	Silverman	4/9/2022	\$ 100.00
Eric Goulet for Ward 3	Eric James Goulet (Council Ward 3)	Eric	Goulet	3/7/2022	\$ 100.00
Eric Goulet for Ward 3	Eric James Goulet (Council Ward 3)	Eric	Goulet	3/11/2022	\$ 100.00
Erin for DC	Erin Louise Palmer (Council Chairman)	Amy	Palmer	1/23/2022	\$ 100.00
Erin for DC	Erin Louise Palmer (Council Chairman)	Eric	Atilano	9/25/2021	\$ 200.00
Erin for DC	Erin Louise Palmer (Council Chairman)	Karen	Palmer	9/27/2021	\$ 50.00
Erin for DC	Erin Louise Palmer (Council Chairman)	Norma	Atilano	10/2/2021	\$ 100.00
Erin for DC	Erin Louise Palmer (Council Chairman)	Karla	Johnson	9/26/2021	\$ 50.00
Erin for DC	Erin Louise Palmer (Council Chairman)	Erin	Palmer	5/8/2022	\$ 200.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Rosa	Williams	11/10/2021	\$ 100.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Ricco	Williams	11/24/2021	\$ 100.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/10/2021	\$ 1.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/10/2021	\$ 5.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Rosa	Williams	11/10/2021	\$ 100.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/10/2021	\$ 2.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/10/2021	\$ 1.00

Itemized Receipts from Candidate and/or Immediate Family, and Total Contribution(s)

Committee	Candidate	Contributor First Name	Contributor Last Name	Contribution Date	Amount
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/10/2021	\$ 1.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/10/2021	\$ 1.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/30/2021	\$ 1.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/10/2021	\$ 1.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	11/10/2021	\$ 1.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	12/10/2021	\$ 1.00
Friends of Dexter	Dexter Oliver Williams (Council At-Large)	Dexter	Williams	2/22/2022	\$ 44.32
Friends of Faith for Ward 5 2022	Faith Gibson Hubbard (Council Ward 5)	Faith	Hubbard	9/28/2021	\$ 50.00
Friends of Faith for Ward 5 2022	Faith Gibson Hubbard (Council Ward 5)	Drew	Hubbard	9/29/2021	\$ 50.00
Friends of Faith for Ward 5 2022	Faith Gibson Hubbard (Council Ward 5)	Ethlyn	Gibson	9/29/2021	\$ 50.00
Friends of Faith for Ward 5 2022	Faith Gibson Hubbard (Council Ward 5)	Carl	Gibson	9/29/2021	\$ 50.00
Friends of Lisa Gore	Lisa Gore (Council At-Large)	Vertice	Gore	11/19/2021	\$ 100.00
Friends of Lisa Gore	Lisa Gore (Council At-Large)	Lisa	Gore	11/5/2021	\$ 25.00
Friends of Lisa Gore	Lisa Gore (Council At-Large)	Lisa	Gore	12/10/2021	\$ 2,475.00
Friends of Lisa Gore	Lisa Gore (Council At-Large)	Sandra	Dillon	11/25/2021	\$ 50.00
Friends of Lisa Gore	Lisa Gore (Council At-Large)	Sandra	Dillon	11/4/2021	\$ 5.00
Friends of Zachary Parker 2022	Zachary E. Parker (Council Ward 5)	Zachary	Parker	8/31/2021	\$ 50.00
Friends of Zachary Parker 2022	Zachary E. Parker (Council Ward 5)	Pamela	Parker	9/3/2021	\$ 15.00
Friends of Zachary Parker 2022	Zachary E. Parker (Council Ward 5)	Pamela	Parker	8/31/2021	\$ 25.00
Gordon Fletcher for Ward 5	Gordon-Andrew Lee Fletcher (Council Ward 5)	Gordon-Andrew	Fletcher	11/11/2021	\$ 25.00
Gordon Fletcher for Ward 5	Gordon-Andrew Lee Fletcher (Council Ward 5)	Gordon-Andrew	Fletcher	7/22/2021	\$ 10.00
Gordon Fletcher for Ward 5	Gordon-Andrew Lee Fletcher (Council Ward 5)	Brittany	Fletcher	7/22/2021	\$ 50.00

Itemized Receipts from Candidate and/or Immediate Family, and Total Contribution(s)

Committee	Candidate	Contributor First Name	Contributor Last Name	Contribution Date	Amount
Graham for DC	Graham McLaughlin (Council At-Large)	Graham	McLaughlin	4/14/2022	\$ 100.00
Graham for DC	Graham McLaughlin (Council At-Large)	Bryce	McLaughlin	3/15/2022	\$ 100.00
Leniqua Dominique for At-Large	Leniqua' dominique Jenkins (Council At-Large)	Otis	Jenkins	11/30/2021	\$ 80.00
Leniqua Dominique for At-Large	Leniqua' dominique Jenkins (Council At-Large)	Otis	Jenkins	11/24/2021	\$ 80.00
Leniqua Dominique for At-Large	Leniqua' dominique Jenkins (Council At-Large)	Lena	Jenkins	11/21/2021	\$ 50.00
Leniqua Dominique for At-Large	Leniqua' dominique Jenkins (Council At-Large)	Leniqua' dominique	Jenkins	11/20/2021	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	David	Jacobs	2/22/2022	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Matthew	Frumin	3/2/2022	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Lena	Frumin	2/23/2022	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Alice	Frumin	2/11/2022	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Marian	Allen	5/4/2022	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Tom	Allen	5/4/2022	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Joseph	Frumin	5/6/2022	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Zoe	Frumin	5/4/2022	\$ 25.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Zoe	Frumin	10/9/2022	\$ 25.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Howard	Frumin	10/24/2022	\$ 50.00
Matthew Frumin for Ward 3	Matthew Frumin (Council Ward 3)	Leslee	Frumin	10/21/2022	\$ 50.00
McDuffie 2022	Kenyan McDuffie (Attorney General)	Kenyan	McDuffie	10/26/2021	\$ 200.00
McDuffie 2022	Kenyan McDuffie (Attorney General)	Princess	McDuffie	10/26/2021	\$ 200.00
McDuffie 2022	Kenyan McDuffie (Attorney General)	Allene	McDuffie	10/26/2021	\$ 200.00

Itemized Receipts from Candidate and/or Immediate Family, and Total Contribution(s)

Committee	Candidate	Contributor First Name	Contributor Last Name	Contribution Date	Amount
Monika Nemeth for Ward 3 DC Council	Monika Emily Nemeth (Council Ward 3)	Monika	Nemeth	1/28/2022	\$ 500.00
Nina Oneill 2022	Nina Geddings ONeill (D.C. State Board of Education Ward 5)	Frank	ONeill	7/27/2022	\$ 10.00
Nina Oneill 2022	Nina Geddings ONeill (D.C. State Board of Education Ward 5)	Frank	ONeill	8/6/2022	\$ 10.00
Niosi 2022	Giuseppe Urberto Niosi (Council At-Large)	Giuseppe	Niosi	12/3/2021	\$ 100.00
Orange Ward 5	Vincent Bernard Orange (Council Ward 5)	Vincent	Orange	6/4/2022	\$ 5.00
Orange Ward 5	Vincent Bernard Orange (Council Ward 5)	Vincent	Orange	11/2/2021	\$ 50.00
Phil for Ward 3	William Philip Thomas (Council Ward 3)	William	Thomas	3/10/2022	\$ 50.00
Re Elect Muriel Bowser Our Mayor 2022	Muriel Elizabeth Bowser (Mayor)	Muriel	Bowser	11/4/2021	\$ 200.00
Re-Elect Charles Allen for Ward 6 2022	Charles Woodruff Allen (Council Ward 6)	Charles	Allen	10/12/2021	\$ 100.00
Ryan Jones for AG	Ryan Laurence Jones (Attorney General)	Laurence	Jones	5/23/2021	\$ 100.00
Ryan Jones for AG	Ryan Laurence Jones (Attorney General)	Laurence	Jones	9/15/2021	\$ 100.00
Ryan Jones for AG	Ryan Laurence Jones (Attorney General)	Denise	Champion	5/23/2021	\$ 200.00
Ryan Jones for AG	Ryan Laurence Jones (Attorney General)	Ryan	Jones	5/2/2021	\$ 200.00
Sriqui for Ward 3 Schools	Michael Sriqui (D.C. State Board of Education Ward 3)	Margery	Yeager	8/5/2022	\$ 20.00
Sriqui for Ward 3 Schools	Michael Sriqui (D.C. State Board of Education Ward 3)	Margery	Yeager	10/11/2022	\$ 2,480.00
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Aisha	Friday	7/20/2022	\$ 25.00
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Aisha	Friday	9/10/2022	\$ 10.00
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Aisha	Friday	10/10/2022	\$ 10.00
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Sabreen	Friday	4/30/2022	\$ 25.00

Itemized Receipts from Candidate and/or Immediate Family, and Total Contribution(s)

Committee	Candidate	Contributor First Name	Contributor Last Name	Contribution Date	Amount
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Sabreen	Friday	10/3/2022	\$ 25.00
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Sabreen	Friday	7/30/2022	\$ 25.00
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Sabreen	Friday	6/30/2022	\$ 25.00
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Sabreen	Friday	5/30/2022	\$ 25.00
The Committee to Elect Karim D. Marshall	Karim David Marshall (Council At-Large)	Dennis	Friday	5/9/2022	\$ 100.00
Tricia Duncan for Ward 3 Council	Patricia Duncan (Council Ward 3)	Eleanor	Thayer	2/16/2022	\$ 50.00
TOTAL					\$ 25,228.82

- g. **Has any candidate seeking certification/participating candidate accepted funds other than those authorized under D.C. Code § 1-1163.32f? If so, what was accepted and how was it subsequently disgorged by the candidate.**

RESPONSE:

The Participating Candidate Robert White, the Robert for DC Principal Campaign Committee, accepted funds from Micro Network in the amount of \$25.00 which was reported in the Committee’s October 31, 2021, R&E Report. The contribution was listed under unauthorized contributions and was also reflected in Schedule B4 as a refund back to unauthorized contributor. A Request for Additional Information (RAFI) was submitted to the Committee on November 22, 2021, requesting proof of the refund to Micro Network. Proof of the refund was provided to the OCF on December 10, 2021.

- h. **Has any participating candidate made an unauthorized expenditure under D.C. Code § 1-1163.32f(d)? If so, please elaborate.**

RESPONSE:

The Office of Campaign Finance determined that a Candidate during the 2022 Election Cycle made an unauthorized expenditure under D.C. Code § 1163.32f(d). However, the Decision of the OCF was reversed by the Board of Elections.

- i. Has the agency undertaken any enforcement actions against a participating candidate during the 2024 election cycle? If so, please elaborate.**

RESPONSE:

The Office of the General Counsel (OGC) has not taken any enforcement actions against a candidate during the 2024 Election Cycle. The OGC did initiate enforcement actions during the 2022 Election Cycle in matters pertaining to the failure to timely file Reports of Receipts and Expenditures, 32 in FY 2022, and 5 in FY 2023, to date, and upon the receipt of Complaints filed by Members of the Public in the following 5 investigative matters:

- a. OCF INV-2022-002 Complainant: Zachary Sawyer

Respondent: Brianne for DC Principal Campaign Committee

Alleged Infraction: Coordination with an Independent Expenditure Committee

Status: Order Issued 10/14/2022

Complaint Dismissed

- b. OCF INV-2022-003 Complainant: Tony Kravitz

Respondent: Eric Goulet for Ward 3 Principal Campaign Committee

Alleged Infraction: Coordination with an Independent Expenditure Committee

Status: Order Issued 10/19/2022

Complaint Dismissed

- c. OCF INV-2022-006 Complainant: Karim Marshall

Respondent: Elissa for DC Principal Campaign Committee

Alleged Infraction: Unauthorized Campaign Expenditures

Status: Order Issued 10/27/2022 - Order Issued requiring reimbursement for expenditures on polls in Ward 3. Respondents filed an Appeal with the BOE which resulted in an order reversing the OCF order on January 6, 2023. A subsequent Motion For Reconsideration filed by The OCF was denied by the BOE on 02/01/ 2023.

d. Complainant: Chuck Thies

Date Docketed: September 1, 2022

Respondents: Patricia “Tricia” Duncan and Benjamin Bergmann

Allegation: Receipt of an illegal “in kind” contribution

Status: Pending

e. Complainant: Eric Goulet

Date Docketed: December 29, 2022

Respondents: Elissa Silverman and The Elissa for DC PCC

Allegation: Violation of the Fair Elections Act by making an illegal contribution to another Principal Campaign Committee

In addition, the Office of Campaign Finance in Fiscal Year 2023, by email directed to at least sixteen (16) of the candidates certified to participate in the Fair Elections Program during the 2022 Election Cycle, requested the remission of surplus funds remaining in their committee bank accounts.

j. How much public funding has OCF disbursed to participating candidates in FY22 and FY23, to date?

RESPONSE:

In FY22, the OCF authorized the disbursement of \$11,903,452.45, and in FY23, to date, the disbursement of \$351,024.50 to Candidates certified to participate in the Fair Elections Program

during the 2022 Election Cycle. As of this date, the Office of Campaign Finance has not certified any Participating Candidates in the Fair Elections Program in the 2024 Election Cycle.

k. How much does OCF anticipate disbursing for the remainder of FY23? In FY24?

RESPONSE:

The 2022 Election Cycle ended on November 8, 2022, the date of the General Election. The Office of Campaign Finance does not expect any further payments from the Elections Fund for Candidates certified in the Fair Elections Program to participate in the 2022 Election Cycle.

The Office of Campaign Finance has estimated the total required for the Elections Fund to fully support the Election Cycle 2024 is \$9,808,869.00, which includes \$1,230,000.00 for Base Amount Payments, and \$8,578,869.00 for Matching Payments. Because the 2024 Election Cycle will cross Fiscal Years 2023, 2024, and 2025, and to ensure the availability of public funds during this timeframe, the Agency recommended the allocation of the sum of \$9,808,869.00 in these Fiscal Years based on the activity anticipated in each year, as follows: the sum of \$1,667,508.00 (17%) in Fiscal Year 2023; the sum of \$7,160,474.00 (73%) in Fiscal Year 2024; and the sum of \$980,887.00 (10%) in Fiscal Year 2025. The sum of \$3,000,000.00 based on the cost projections for the 2022 Election Cycle, was included in the OCF Approved Fiscal Year 2023 Budget; and to date, in Fiscal Year 2023, the OCF has authorized the disbursement of expenditures in the amount of \$351,024.50 for the 2022 Election Cycle. The total sum of \$11,026,060.59 remains in the Elections Fund as of this date in Fiscal Year 2023 for the administration of the Fair Elections Program, and which includes the sum of \$8,214,526.28, which remained in the Elections Fund at the close of Fiscal Year 2022 and was carried over to Fiscal Year 2023. As of this date in Fiscal Year 2023, one (1) candidate is registered in the Program to participate in the June 2024 Primary Election, but the candidate has not submitted the threshold requirements and qualified for certification as a Participating Candidate in the Program.

By way of background, the projections for the necessary levels of matching fund payments required for the 2024 Election Cycle were derived by multiplying 75% of the number of candidates who qualified for ballot access in the 2020 (to capture the totals for the Election of the At-Large Member of the State Board of Education) and the 2022 Election Cycles, the most recent completed election cycles for these offices, times the matching fund cap for the respective covered offices. For the projected base amount payments required for the 2024 Election Cycle, the Agency multiplied the statutory amounts for the respective covered offices also by 75% of the number of candidates who participated in the 2020 and 2022 Election Cycles and qualified for ballot access. Again, it is anticipated that at a minimum, at least 75 % (39) of the number of candidates who participated in the 2020 and 2022 Election Cycles and qualified for ballot access (49), will qualify for certification in the Fair Elections Program.

The projections assume all 39 candidates anticipated to seek certification in the Program, based on the participation in the 2020 and 2022 Election Cycles, the most recent Election Cycles for the covered offices to be elected during 2024, will meet the maximum caps calculated for the matching payments allowed for the respective covered offices, and that all 39 candidates will be entitled to the payment of the Base Amount specified for the respective covered offices.

Each year, the Office of Campaign Finance must submit in time for inclusion in the Mayor's budget and financial plan, an estimate of the amount of public funds that will be necessary to provide for the administration of the Program and for the elections in the next year in which elections are scheduled. *See D.C. Official Code § 1-1163.32i.* The 2020 Election Cycle was the first election cycle during which public funds were made available to local campaigns.

The Fair Elections Act provides for the public financing of campaigns through the distribution of a combination of lump sum Base Amount and Matching Payments to candidates who meet the threshold requirements of the Act and are certified by the Agency to participate in the Program. *See D.C. Official Code §§ 1-1163.32d and 1-1163.32e.* The Base Amount payments are authorized only in contested elections, and the amount payable is prescribed by the Act dependent upon the covered office sought, as follows:

- (1) \$160,000 for the Office of Mayor;
- (2) \$40,000 for the Office of Attorney General;

- (3) \$40,000 for the Office of Chairman of the Council;
- (4) \$40,000 for the Office of Councilmember elected at-large and from a ward; and
- (5) \$10,000 for the Office of State Board of Education elected at-large and from a ward.

The payment of Matching Funds is based on the number of Qualified Small Dollar Contributions (QSDCs) received by a participating candidate from individual residents of the District of Columbia in an amount equal to 500% of the amount of QSDC's, and is subject to a maximum cap. Once certified, a participating candidate may continue to collect QSDCs and submit the documentation necessary to qualify for subsequent matching payments on the filing deadlines prescribed by the Act and Board Regulations for the Fair Elections Program.

The maximum amount of matching payments a participating candidate may receive is based on 110% of the average expenditures of winning candidates for a covered office in a set number of prior election cycles, and authorizes base amount payments only in contested elections. Specifically, D.C. Official Code § 1-1163.32e (d), as amended, requires for the covered office of Mayor, to reflect on and calculate 110% of the average expenditures per election cycle of all candidates who were elected Mayor in the prior 4 general elections for Mayor; for the covered office of Chairman of the Council, to reflect on and calculate 110% of the average expenditures per election cycle of all candidates who were elected Chairman of the Council in the prior 4 general elections for Chairman of the Council; for the covered office of Attorney General, to reflect on and calculate 110% of the average expenditures per election cycle of all candidates who were elected Attorney General in all prior general elections for Attorney General until such time as four general elections for Attorney General have been held; for the covered office of Member of the Council elected at-large, to reflect on and calculate 110% of the average expenditures per election cycle of all candidates who were elected Member of the Council at-large in the prior 2 general elections for Member of the Council elected at-large; for the covered office of Member of the Council elected by ward, to reflect on and calculate 110% of the average expenditures per election cycle of all candidates who were elected Member of the Council by ward in the prior 2 general elections for Member of the Council elected by ward; for the covered office of Member of the State Board of Education elected at-large, to reflect on and calculate 110% of the average expenditures per election cycle of all candidates who were elected Member of the State Board of Education at large in the prior 2 general election cycles for member of the

State Board of Education elected at large; and for the covered office of Member of the State Board of Education elected by ward, to reflect on and calculate 110% of the average expenditures per election cycle of all candidates who were elected Member of the State Board of Education by ward in the prior 2 general election cycles for Member of the State Board of Education elected by ward.

As stated previously, however, a candidate seeking certification as a participating candidate in the Fair Elections Program, who is entitled to receive public funds, must comply with the contribution limits set by D.C. Official Code § 1-1163.32b (a), and meet the threshold requirements established by D.C. Official Code § 1-1163.32 (a), during the qualifying period, as follows:

(1) Obtain the following:

- a. If a candidate for Mayor, qualified small dollar contributions of \$200 or less from at least 1,000 small dollar contributors who are District resident individuals, which in the aggregate total \$40,000 or more;
- b. If a candidate for Attorney General, qualified small dollar contributions of \$200 or less from at least 500 small dollar contributors who are District resident individuals, which in the aggregate total \$20,000 or more;
- c. If a candidate for Chairman of the Council, qualified small dollar contributions of \$200 or less from at least 300 small dollar contributors who are District resident individuals, which in the aggregate total \$15,000 or more;
- d. If a candidate for Member of the Council elected at-large, qualified small dollar contributions of \$100 or less from at least 250 small dollar contributors who are District resident individuals, which in the aggregate total \$12,000 or more;
- e. If a candidate for Member of the Council elected from a ward, or Member of the State Board of Education elected at-large, qualified small dollar contributions of \$50 or less from at least 150 small dollar contributors who are District resident individuals, which in the aggregate total \$5,000 or more; and
- f. If a candidate for Member of the State Board of Education elected from a ward, qualified small dollar contributions of \$20 or less from at least 50 small dollar contributors who are District resident individuals, which in the aggregate total \$1,000

or more.

- (2) File the requisite affidavit signed by both the candidate and the treasurer of the candidate's principal campaign committee.

Therefore, certification in the Program is dependent upon submission and compliance with the foregoing requirements on or before the expiration of the qualifying period for the election the candidate is seeking to participate in.

The covered offices scheduled for election during the 2024 Election Cycle are the Offices of the At-Large (2 Seats) and Ward Members of the Council (Wards 2, 4, 7, and 8), and At-Large (1 Seat) and Ward Members of the State Board of Education (Wards 2, 4, 7, and 8).

Consistent with the recent clarification of D.C. Official Code § 1-1163.32e, "Matching payments for qualified small dollar contributions," the following calculations are based on the expenditures of the winning candidates for the Office of Member of the Council and State Board of Education, irrespective of the Ward designation, in the 2020 and the 2022 Election Cycles (including the 2016 Election Cycle for the At-Large State Board of Education Office), and on 75% of the number of candidates in the 2022 Election Cycle for these Offices and the 2020 Election Cycle (to capture the number of candidates for the At-Large Member of the State Board of Education) who achieved Ballot Access. Because the number of Candidates who qualified for ballot access for the offices to be elected in the Fair Elections Program (32, which includes 1 At-Large 2020 SBOE Candidate) increased dramatically during Election Cycle 2022, as compared to the number of Candidates who qualified for ballot access (17, which includes 5 At-Large 2020 SBOE Candidates) in the Traditional Campaign Finance Program, the Office of Campaign Finance deems it prudent to anticipate a similar upsurge in the number of FEP Candidates who will qualify for ballot access during the 2024 Election Cycle. Therefore, the OCF raised the marker used in the 2020 and 2022 Election Cycles to forecast the number of FEP participants from 50% to 75% of the total candidates who may qualify for ballot access in the 2024 Election Cycle.

Percentage wise, during the 2022 Election Cycle, the number of FEP candidates (32, including the 2020 EC At-Large SBOE Candidate) who qualified for ballot access for the offices to be

elected during the 2024 Election Cycle represents 65 % of the total number of candidates who qualified for ballot access in the 2022 Election Cycle, compared to the remaining 35% represented by the number of candidates (17, including the 5 2020 EC At-Large SBOE Candidates) in the Traditional Campaign Finance Program who qualified for ballot access; and for the Primary Election, the 21 FEP Candidates for these offices who achieved ballot access represented 78% of the 27 total candidates, who achieved ballot access, which includes 6 Traditional Campaign Finance Program Candidates at 22%.

First, the expenditures for the Winning Candidates from the 2020 and 2022 Election Cycles for the Covered Offices of At-Large and Ward Members of the Council and the State Board of Education (including the 2016 Election Cycle for the At-Large Member of the State Board of Education), and the projected costs of matching and base amount payments for the 2024 Election Cycle based on 75% of the number of participants for these offices during the 2020 and 2022 Election Cycles are as follows:

- (1) The expenditures for the Winning Candidates for the Office of At-Large Member of the Council for the 2020 and the 2022 Election Cycles totaled \$1,298,016.00; the average of the expenditures totaled \$324,504.00; and 110% of the average expenditures is \$356,954.00. The total amount of funds required based on 75% (9) of the participants for this office (11) during the 2022 Election Cycle is \$3,212,586.00 for matching payments and \$360,000.00 for base amount payments.
- (2) The expenditures for the Winning Candidates for the Office of Ward Member of the Council for the 2020 and the 2022 Election Cycles totaled \$1,939,392.00; the average of the expenditures totaled \$242,424.00; and 110% of the average expenditures is \$266,666.00. The total amount of funds required based on 75% (19) of the participants for this office (22) during the 2022 Election Cycle is \$5,066,654.00 for matching payments and \$760,000.00 for base amount payments.
- (3) The expenditures for the Winning Candidates for the Office of At-Large Member of the State Board of Education for the 2016 and the 2020 Election Cycles totaled \$55,645.00; the average of the expenditures totaled \$27,823.00; and 110 % of the average expenditures is \$30,605.00. The total amount of funds required based on 75% (5) of the

participants for this office (6) during the 2022 Election Cycle is \$153,025.00 for matching payments and \$50,000.00 for base amount payments.

(4) The expenditures for the Winning Candidates for the Office of Ward Member of the State Board of Education for the 2020 and the 2022 Election Cycles totaled \$177,705.00; the average of the expenditures totaled \$22,213.00; and 110 % of the average expenditures is \$24,434.00. The total amount of funds required based on 75% (6) of the participants for this office (8) during the 2022 Election Cycle is \$146,604.00 for matching payments and \$60,000.00 for base amount payments.

In sum, the total required for the Elections Fund to fully support the Election Cycle 2024 is \$9,808,869.00, which includes \$1,230,000.00 for Base Amount Payments, and \$8,578,869.00 for Matching Payments.

The projections for the necessary levels of matching fund payments required for the 2024 Election Cycle were derived by multiplying 75% of the number of candidates who qualified for ballot access in the 2020 (to capture the totals for the Election of the At-Large Member of the State Board of Education) and the 2022 Election Cycles, the most recent completed election cycles for these offices, times the matching fund cap for the respective covered offices. For the projected base amount payments required for the 2024 Election Cycle, the Agency multiplied the statutory amounts for the respective covered offices also by 75% of the number of candidates who participated in the 2020 and 2022 Election Cycles and qualified for ballot access. Again, it is anticipated that at a minimum, at least 75 % (39) of the number of candidates who participated in the 2020 and 2022 Election Cycles and qualified for ballot access (49), will qualify for certification in the Fair Elections Program.

The 2024 Election Cycle began on November 4, 2020, the day after the November 3, 2020 General Election, which was the most recent General Election for the covered offices in the 2024 Election Cycle. The 2024 Election Cycle will end on the date of the November 2024 General Election, the last date also for the qualification of small dollar contributions for match. The “Qualifying Periods” during which candidates in both the Primary and General Elections must meet the FEP threshold requirements to be certified as “participating candidates” also began on November 4, 2020, and will both end in Fiscal Year 2024, on the last day to file nominating

petitions for the respective seats in the applicable election. The Primary Election will be held in June 2024, during Fiscal Year 2024; and the General Election will be held in November 2024, during Fiscal Year 2025. The Qualifying Period for candidates in the Primary Election will end in March 2024, on the last day to file nominating petitions to qualify for ballot access in the Primary Election; and for candidates in the General Election, the Qualifying Period will end in August 2024, on the last day to file nominating petitions and qualify for ballot access in the General Election. Following the expiration of the qualifying periods, candidates will no longer qualify for certification to participate in the Fair Elections Program during the 2024 Election Cycle.

There are twenty-three (23) filing deadlines during Election Cycle 2024 for the submission of financial reports in the Fair Elections Program which may require the disbursement of base amount and matching payments, as follows: in Fiscal Year 2023, four (4) filing deadlines on (mandatory) January 31st and July 31st, and on (optional) August 31st and September 31st; in Fiscal Year 2024, 17 filing deadlines on (mandatory) October 10th, December 10th, January 31st, March 10th, April 10th, May 10th, June 10th, and August 10th, and on (optional) October 31st, January 10th, February 10th, March 30th, April 30th, June 30th, July 10th, August 31st, and September 30th; and in Fiscal Year 2025, two (2) filing deadlines on (mandatory) October 10th and 8 Day Pre-General Election Report.

Based on the foregoing, again, it has been the experience of the OCF that the most activity in an Election Cycle occurs during the Fiscal Year in which the Primary Election is scheduled, and the nominating petitions are due from candidates to participate in either the Primary or General Elections. Consequently, the greater amount of funds is required during Fiscal Year 2024 for the Elections Fund when the most activity will occur in Election Cycle 2024

I. Are the Fair Elections Program e-filing updates complete? If not, when will the upgrades be completed?

RESPONSE:

The Office of Campaign Finance completed and launched the Second and Final Phase of the E-Filing and Disclosure System for the Fair Elections Program (FEP) during Fiscal Year 2020. Overall, Phase II enables the public to sort, search, retrieve, and download contribution and expenditure data, and to view registration disclosures, and financial reports data, quick statistics, and payout information. The Administrative Modules provide applications which store data pertinent to the audit process, payouts, filings, registrations, and the post-election cycle reports.

Briefly, by way of background, the First Phase of the development of the FEP E-Filing System was completed on July 26, 2019. Phase I enables the online submission of financial reports at the OCF Web Site by the candidates and committees who register in the Fair Elections Program, and the real time imaging of the financial reports for public view by the residents of the District of Columbia. Once the financial report is submitted, the system generates a PDF version of the entire report, which is made available to the public. The PDF version does not include the contribution cards or any attachments associated with the report. The FEP candidates report their receipts and expenditures online, through the data entry/excel upload of contribution and expenditure information, on the Receipt/Contributor and Expenditure Schedules, including supporting documentation (bank statements, deposit slips, loan documents, and contributor receipts and certifications). The Excel Module features validation of excess contributions; address validation against USPS; merger of duplicate contributors; logging of all excel uploads; and receipts upload of one contribution card for each contribution or one pdf file covering multiple contributions with option to link page number or the pdf file to contributions. To use the excel feature, the filer must first download a template file, populate the template file, and upload into the system. The Receipt and Expenditure Schedules support the sortable listing of records with cumulative amounts, where appropriate, and contribution limit validation based on the requirements for the covered offices, cash contributions, personal funds of a candidate/personal family member, and committees (Fair Election Committees). Certain Receipt Schedules support auto complete of contributor information to simplify data-entry for recurring contributions, and contribution limits may be adjusted by the OCF Staff for each election cycle. Each Schedule A (Receipts) and Schedule B (Expenditures) of the R&E Report displays the number of records entered for the Schedule. The R&E Report Schedules for Schedules C (Mass Collections), D

(Debts), and E (Loans), and the Summary Page were also made available for e-filing during Phase One. A registration module is available at the Website for FEP candidates, and the following FEP Forms may be pre-populated and downloaded: the Registration Form (OCF FEP Form 1); the Affidavit of Candidate and Treasurer Form (OCF FEP Form 2); and the Receipt and Affirmation Statement for Contributor Form (OCF FEP Form 3). The administrative modules of the FEP E-Filing System assist the OCF Staff with the verification of contributor information, the pre-certification and post certification qualification of Qualified Small Dollar Contributions, and the calculation of matching payments to determine when eligibility for certification as a participating candidate is achieved or the matching cap is reached.

The first candidate registered in the Fair Elections Program on April 7, 2019, and all candidates who registered in the Program thereafter were invited for a demonstration of the E-Filing System on July 25, 2019. All FEP participants successfully filed their financial reports and supporting documentation online at the OCF Website on July 31, 2019, the first filing deadline for the Program. The completion of the FEP E-Filing System was a major milestone in the implementation of the Fair Elections Program. During Fiscal Year 2019, fourteen (14) candidates registered their intent to seek participation in the Fair Elections Program; and the Office of Campaign Finance certified five (5) of these candidates into the Program and directed the disbursement of Base Amount and Matching Payments in the total sum of \$368,615.00. In addition, the OCF Website was enhanced to include a “slider” dedicated to the Fair Elections Program, with a link designed to feature information solely relative to the Program. The link is routinely updated as information becomes available.

The development and design of the Second Phase of the FEP E-Filing and Disclosure System focused on providing greater public disclosure of campaign related data and information and expanded the administrative management of the System. On November 4, 2019, the Agency initiated Requisition No. K140026 (\$133,764.00, approximate cost; approved March 13, 2020), for the procurement of the development and design of the Second Phase of the E-Filing and Disclosure System for the Fair Elections Program. Specifically, Phase II provides Reports, for public viewing and download at the OCF Website, and for administrative use, including the Post-Election Reports of the Agency which are due nine (9) months after an election and will detail the election activity, as specified in D.C. Official Code Section 1-1163.32j; Summary

Contribution and Expenditure Reports which allow the public to search committee reports by filer type, filing year and report name, and request report data by denomination or donor or expenditure type and purpose; and Administrative Lists of Filers/Non-Filers for a selected report. A Fair Elections Program Statistics Module has been designed with a Public Search Feature to obtain by Election Year, the total number of registered and certified candidates, the total amount of public fund payments, and the total amount of remissions; the Numbers by Office of candidates registered and certified, with total contributions, and public payments disbursed provided for each; and for the Election Year selected, statistics for the “Top 10 Candidates” by “Number of DC Supporters”, “Number of Non-DC Supporters”, Total Contributions Received”, “Total Expenditures”, “Public Funds Received” and “Total Contributions from Self/Family”. The OCF Website also offers the public, the “Fair Elections Candidates Payment and Information” Link, which presents “Payments Made To-Date,” the “Total Base Payments”, the “Total Matching Payments” and “Total Payments Made,” in total for all committees combined as well as separately for each committee. Further, access is provided at this Link to the following Reports: Filer Reports; Contributions/Receipts; Expenditures; Audit Reports; Orders; and to the afore-mentioned FEP Statistics.

The FEP Contributions and Expenditures Public Search Feature with data download based on the financial reports filed online by the Fair Elections candidate committees enables the search of contributions by the recipient, report name (including filing year), amount (with value range), date (with date range), contributor name, contributor address (by city, state, zip code), and contribution type (cash, check, credit card, etc.): and expenditures by the payor, report name, amount (with value range), date (date range), payee name (individual, business), payee location (by city, state, zip), and expenditure type (based on Schedule B of the R&E Report). In addition, the public search features allow the link to a candidate’s Registration Disclosures, which provide the date of registration, the listing of chairperson and treasurer, public fund payouts by type, amount, and date, financial reports filed, and any audits or orders issued to the committee.

The OCF Administrative Modules include a “Fair Elections Dashboard” available upon login which presents the total number of registered candidates, the total number of active candidates, the total number of candidates who have reached the cap, total numbers for various stages of the

certification process, and the totals for base amount and matching fund payouts. The FEP Dashboard also lists the FEP candidates, with links to the candidate's registration disclosure, and provides for each candidate listed, the committee's name, the office sought, certification status, base amount and matching fund payouts, and the number of reports filed. Administrative Reports were developed during Phase II to assist the OCF Staff in the management of the Fair Elections Program. The Flagged Contributions Report enables the Agency to run reports for all filer types to identify the committees which received excessive contributions (in the aggregate), and to research excessive contributions by filer type, filing year and report name. Excessive contributions may be grouped by contributor name; similar sounding names; similar spelling names; and contributor address. The System administratively has the capability to create reminder letters and non-compliance letters for mass mailings, and for text notifications; to run reports listing committees that have registered with OCF under the Fair Elections Program, grouped by filer type, election year and registration documents filed; to manage reporting periods and the coverage dates for each report; and to identify the use by committees of the excel upload feature to file reports, and the template (report schedule) imported by the committee, the import date and time, the total number of records entered and imported, and the number of invalid records and valid but not imported records. Within the committee registration module, the OCF uses a checkoff to identify whether a candidate has attended a required entrance conference, and to generate from the data entered an attendance and non-attendance list; manages the various covered offices under the Fair Elections Program, and assigns the respective applicable election year(s) and contribution limits for each; manages and sets the election (general, primary, and special) dates for applicable covered offices as mandated by law; and creates reporting coverage dates for specific committees, with the capability to control the floating or optional filing dates for a committee so that it pairs up correctly with its required filing dates.

The System enables the filer to register their committee online and amend the registration statement based upon OCF approval. The completed registration statement is automatically emailed to the filer for signature along with a link for the filer to create login information. The filer has the ability (Multiple login – filer (i.e., the candidate) to provide access for different users to data enter information for reports by creating and managing specific login information for the user. The OCF will be provided with a list of those users. In addition, an online Training

module was designed to enable filers to complete the mandatory Entrance Conference Training online, due to the Public Health Emergency declared by the Mayor of the District of Columbia in March 2020.

Last, the Office of Campaign Finance during Fiscal Year 2023, will pursue upgrades, or adjustments to the FEP E-Filing System, where necessary, through the Maintenance Contract procured for this Fiscal Year.

m. What plans does the agency have to conduct outreach and community engagement regarding the Program in the remainder of FY22?

RESPONSE:

During, FY23, the OCF, Fair Elections Program will continue to conduct outreach and community engagement and strengthen the outreach through virtual formats. The Agency will target neighborhood ANCs to provide information about the 2024 Election Cycle, as well as contact national and local organizations, and civic associations for the scheduling of speaking engagements throughout the community and continue to partner with the Board of Elections to accompany the Board to Voter Registration Events to also circulate information on the Programs of the OCF. During the latter part of Fiscal Year 2023, the Fair Elections Program Division will record Public Service Announcements for the 2024 Election Cycle; and arrange in February 2024 once again with DCTV Cable for the new FEP Bulletin for the 2024 Election Cycle to rotate on the DCTV Bulletin Board for the remainder of the 2024 Election Cycle; and utilize the OCF social media platforms to keep residents informed about the 2024 Election Cycle, and any other information concerning the activities in the Office of Campaign Finance. The FEP will continue to foster relationships with organizations to develop co-sponsors with the OFC for the 2024 DC Debates for any mandatory debates which may be required for citywide contested elections.

More specifically, as the Committee was previously advised, the Office of Campaign Finance established the Advisory Neighborhood Commission (ANC) Educational Outreach Initiative to reach a wider audience for the dissemination of information about the new Fair Elections

Program. During Fiscal Year 2019, the Office of Campaign Finance partnered with the Office of Advisory Neighborhood Commissions to request the inclusion of the OCF on the public meeting agendas of the 40 ANCs, which consist of the 296 Single Member Districts, located in Wards 1 through 8, to introduce the Fair Elections Program to the community. The Agency requested by email directed to the ANC Chairpersons to be placed on the respective ANC meeting agendas to inform their constituents about the Public Financing Program. The ANC Educational Outreach Initiative is ongoing. During Fiscal Year 2023, on December 5, 2022, the Agency once again began to direct emails to the Chairpersons of the forty (40) ANCs to notify the ANCs of the availability of the Agency to present information on the OCF at community ANC Meetings in a virtual format commencing March 2023.

Last, the Office of Campaign Finance will once again include in the 2023 Calendar of Scheduled Training the outreach of the OCF Educational Program to reserve the Community Meeting Rooms of the D.C. Public Library located within each of the Eight (8) Wards to offer commencing April 2023 monthly seminars for the public, including potential candidates for office, treasurers and campaign staff and volunteers. The Seminars will focus on the dissemination of information throughout the District designed to fully introduce the residents in each ward to the Fair Elections and Traditional Campaign Finance Programs, and how campaigns are funded, and to the role of the Agency to administer the Campaign Finance Laws.

The goal of the OCF Community Outreach Program is to participate in community events to expand the audience through which information may be disseminated on the Campaign Finance Laws and the role of the Agency to administer the laws. The Agency participated in a total of thirty-one (31) community outreach events and ANC meetings throughout the City, in Fiscal Year 2022, and Fiscal Year 2023 to date. The increased efforts of the Agency to inform and educate the public about the Campaign Finance Laws and the new Fair Elections Program through community outreach, strengthens the public's knowledge and confidence in the integrity of the election process, public office, and the ability of this Agency to enforce the Laws were violated.

- n. Please include an organizational chart for the Program staff. Do any vacancies exist?**

RESPONSE:

See Attachment A. There are currently 15 Positions assigned to the Fair Elections Program, and three (3) Auditor Positions are vacant, two (2) CS-11 Auditor Positions, and a CS-12 Auditor Position.

- o. How does the agency ensure that payments are made timely to participating candidates? How does the agency collaborate with other agencies such as OCFO and OCP? What changes have been made to the payment process in FY23, to date?**

RESPONSE:

To facilitate the disbursement of Base Amount and Matching Payments from the Elections Fund to candidates certified in the Program, the Agency formalized in April 2019 with the Office of the Chief Financial Officer (the “CFO”) the process to ensure the timely payment of funds once the Agency certification is received, and for the subsequent payment of funds. Briefly, at registration, and during the Mandatory Entrance Conference, the FEP Candidate is advised that the Form W-9, the Request for Taxpayer Identification Number and Certification, and the ACH Enrollment Form, with banking information, must be completed and submitted to the Office of Financial Resource Management for the creation of a payment record in the District’s Financial System by OFRM and the CFO to establish authorization for the electronic transfer of base amount and matching fund payments before actual payments can be disbursed. The OCF forwards the requisite Forms by email to the Candidate following registration. The OCF has developed Orders of the Director for certification with payments authorized and post certification orders for payment, with Memoranda directed to OFRM requesting payment. The Orders of Certification and Post Certification which are published online at the OCF Website recount that all threshold requirements have been met and include the justification for the payment and the amount based

on the Qualified Small Dollar Contributions eligible for match, and the base amount required, if applicable. During Fiscal Years 2022 and 2023, to date, the OFRM has continued to successfully process the payment requests and the DC Treasurer has issued the payments within five (5) business days where the required forms have been filed. The OCF, OFRM, and the OCFO met to discuss any issues which may interfere with the timely processing of Orders for the Disbursement of Base Amount and Matching Funds, and agreed that the OCF will continue to reinforce during the Mandatory Training Conference and by email to the Candidate and Treasurer that the forms required by OFRM and the CFO must be filed with their offices before any funds may be disbursed from the Elections Fund, and that the failure to do so will delay the disbursement of funds; that the OCF will notify the OFRM and the OCFO of new registrants in the Program; OFRM will continue to expeditiously forward the OCF Orders for Disbursement to the OCFO; and that the OCFO will immediately notify the OCF and the OFRM when the required Forms are filed, and in the event Candidates fail to file the Forms, will communicate directly with the Candidates to advise that payment will be delayed until the forms are received.

Last, the OFRM provides weekly reports to the OCF of the total expenditures from the Fund and the remaining Fund Balance, including the list of each transaction by effective date, committee name, payment type, payment date, check number, and total amount. The OCF uses the information to verify the amounts against its payment records. Going forward, the Office of Campaign Finance will work directly with the Candidates who register to participate in the Fair Elections Program during the 2024 Election Cycle to facilitate the submission of the Forms required by OFRM for the receipt of electronic payments.

64. How does OCF measure the success of the FEP Program?

RESPONSE:

In general, the Agency measures the success of certain aspects of its Programs (Legal, Audit, Public Information, and the Fair Elections Program) based upon the ability to complete/perform defined tasks within a time certain, established by the Campaign Finance Laws or Regulations, or the OCF Standard Operating Procedures. For example, the desk review of financial reports and the conduct of informal hearings must be completed before the next filing deadline;

interpretative opinions must be issued within thirty (30) days of request; random audits must be completed within sixty days of initiation; financial reports must be made available for public review within 48 hours of receipt; requests for expedited advice must be resolved within fifteen (15) days; and the certification of FEP candidates within ten (10) business days of filing the affidavit declaring compliance with the Act. In other areas, the success of a program may be based on the actual number of participants for a specific activity. Specifically, the measure for the success of the Mandatory Electronic Filing Program and the Mandatory Training Program has been based on the number of registrants with the Office of Campaign Finance who have complied with both Programs. Moreover, the decrease in the initiation of enforcement actions may be directly attributable to the success of these Programs and the personal accountability required of candidates and treasurers through the certification to follow and comply with the Campaign Finance Laws. The achievement of these goals ensures the timely, accurate, and complete portrayal of campaign operations and the disclosure of financial records to the public upon which it can rely to make informed decisions in the election process.

The specific OCF Key Performance Indicators, Measures and Target, and the Workload Measures for the Fair Elections Program Division stated in the OCF 2022 Performance Report and the 2023 Performance Report (Attachments J and K), are discussed below:

During Fiscal Year 2019, the Agency introduced two (2) new Key Performance Indicators pertaining to the responsibilities of the Agency to administer the Fair Elections Program, under the Objective Number 3, “Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act”, namely: the “Percent of Base Amount Payments distributed within five (5) business days of the certification of a candidate into the Fair Elections Program”; and the “Percent of candidates determined to meet requirements for certification by OCF within five (5) days of filing the affidavit declaring compliance with the Fair Elections Program”.

For Fiscal Year 2020, consistent with recent amendments to the Fair Elections Act, the Agency added a new Objective Number 6, “Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements”. The three (3) 2020 Key Performance Indicators for the Objective are: “Percent of

Base Amount and Matching Payments authorized for disbursement within five (5) days of the certification of a candidate into the Fair Elections Program” (will compare the date of certification with the date of authorization for disbursement directed to the Office of Finance and Resource Management (OFRM) to determine if timeframe met); Percent of candidates determined to meet requirements for certification by OCF within ten (10) business days of filing the affidavit declaring compliance with the Fair Elections Program” (will compare date of filing of the affidavit of the candidate and the treasurer with the date of certification to determine if timeframe met); and “Percent of matching payments directed for disbursement to participating candidates within five (5) days after the receipt of financial reports”(will compare date financial report filed and date disbursement authorization directed to OFRM). The two (2) 2020 Workload Measures associated with this Objective are: “Total number of candidates certified as participating candidates in the Fair Elections Program;” and “Total number of pre-election and post-election audits completed by the Fair Elections Program.”

For Fiscal Year 2021, the Key Performance Indicators for new Objective Number 6, “Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements”, were revised, consistent with recent amendments to the Fair Elections Act. The 2020 Key Performance Indicator “Percent of Base Amount and Matching Payments authorized for disbursement within five (5) days of the certification of a candidate into the Fair Elections Program” was revised to state “Percent of Base Amount and Matching Payments authorized for disbursement within five (5) business days of the certification of a candidate into the Fair Elections Program.” The 2020 Key Performance Indicator “Percent of candidates determined to meet requirements for certification by OCF within ten (10) business days of filing the affidavit declaring compliance with the Fair Elections Program” was not revised. The 2020 Key Performance Indicator “Percent of matching payments directed for disbursement to participating candidates within five (5) days after the receipt of financial reports” was revised to state “Percent of matching payments directed for disbursement to participating candidates within five (5) business days after the receipt of financial reports.”

The two (2) 2020 Workload Measures associated with this Objective are: “Total number of candidates certified as participating candidates in the Fair Elections Program;” and “Total number of pre-election and post-election audits completed by the Fair Elections Program.”

The achievement of the Targets stated for the Performance Measures for the Fair Elections Division ensures the certification of candidates for participation in the Fair Elections Program, the verification of contributions on financial reports, and the forwarding of the authorizations for payment to the OFRM within the timeframes prescribed by the Fair Elections Act which facilitates the timely payment of public funds and the pursuit of campaign operations.

65. Please give an overview of OCF's preparation for the 2024 election.

RESPONSE:

The Office of Campaign Finance was first required in December 2022 to estimate the amount of public funds necessary to meet the costs of the 2024 Election Cycle in time for inclusion in the Mayor's Budget. The Agency is in the process of developing the informational materials for the 2024 Election Cycle for both the Traditional Campaign Finance and the Fair Elections Programs; creating the 2023 Training Calendar which will include Seminars on the public and private financing programs available for candidates in the 2024 Election Cycle; has contacted Civic Associations on February 9, 2023, and the Advisory Neighborhood Commission Chairs on December 5, 2022, to advise of the availability of the OCF to present information on the OCF Programs during their constituent meetings; and has been in meetings with the Manager of the Community Outreach Programs of the Board of Elections to partner on community events scheduled throughout the remainder of Fiscal Year 2023.

66. What are the agency's plans for holding debates in the remainder of calendar year 2022?

RESPONSE:

There are no Debates scheduled to be conducted during Calendar Year 2023. During Fiscal Year 2024, the Office of Campaign Finance will begin to schedule Debates for the June 2024 Primary Election once the Candidates registered to participate in the Election qualify for ballot access following the close of the nominating process; and for the November 2024 General Election, also upon the qualification of the Candidates registered to participate in the Election for ballot access.

The Office of Campaign Finance submits that the Debate Requirement is a critical tool of the Fair Elections Program, which, notwithstanding the challenges of keeping the District Residents informed about Election Cycle 2020, provided the District Residents with the unique opportunity to hear directly from the candidates for office in the city-wide contested races in the November 3, 2020, General Election. Because the 2020 Election Cycle was interrupted by the COVID-19 pandemic, campaigns were not able to utilize what has become the norm for introducing candidates in the community, “Meet and Greet the Candidate” events hosted in businesses or the homes of residents, the operation of candidate booths at community festivals, or onsite candidate forums at churches, and the meetings of neighborhood associations or organizations, to name a few. The Office of Campaign Finance developed the Debate Program as required by the Fair Elections Act to conduct debates in city-wide elections where the elections are contested, involve more than one participating candidate in the Fair Elections Program, or any candidate who has qualified for ballot access, is not a participating candidate, and has consented to participate in a debate. All candidates certified in city-wide contested elections as “participating candidates” in the FEP Program, are mandated by law to participate in the debates. The Inaugural Debates were held in September 2020 for the November 2020 General Election.

During Election Cycle 2022, the Office of Campaign Finance successfully advertised, scheduled, and hosted the 2022 Debates under the Fair Elections Act for the 2022 Primary and General Elections which provided district residents with the opportunity to hear directly from the candidates. Advertisements for both the Primary and General Election Debates were placed on bus exteriors on various routes throughout the DC area, and on seventeen (17) live boards and mobile ads at WMATA Stations located at the Navy Yard, the Waterfront, Rhode Island Avenue, and Anacostia; radio commercials at WMMJ and WKYS; Capital Community News, leaderboard and tower ads, and the Washington Informer web ads and blasts, and full color print ads; SMS text messages to registered voters; and social media ads on Facebook and Instagram which focused on zip codes 20032, 20020, 20019, 20018, 20017, and 20002. There were seven (7) Partners affiliated with the 2022 DC Debates.

The Agency hosted the 2022 DC Debates on May 16th, 17th, and 19th 2022 in the contested city-wide races scheduled for election during the June 21st 2022 Primary Election for the Offices of

the Mayor, Attorney General, and At-Large Member of the Council. The Debate for the Office of Chairman of the Council was waived. In this city-wide contest, there was only one (1) certified FEP candidate, and the registered candidate in the Traditional Program was unavailable to participate due to scheduling conflicts. The Act waives the debate requirement for a covered office where there is no other FEP participating candidate or non-participating candidate willing to debate. The debates were moderated by the Washington Post Reporters Michael Brice-Sadler and Julie Zauzmer Weil.

The Agency also conducted debates on September 19, 2022, and September 21, 2022, in the contested city-wide races for the Offices of Mayor and At-Large Member of the Council, which were scheduled for election during the November 8, 2022 General Election. Again, all candidates certified to participate in the Fair Elections Program (FEP) in these contested city-wide elections were required to participate in the Debates, and all candidates who achieved ballot access in the Traditional Campaign Finance Program (Traditional Program) were invited to participate. The Debates were moderated by Denise Rolark-Barnes, the Publisher, and Owner of the Washington Informer.

The Debates for both elections were presented in a virtual format and live streamed at the OCF 2022 Debates Website, www.dcdebates.com, where recordings of the Debates remained available for viewing through the November 8, 2022 General Election at www.2022dcdebates.com.

For the 2024 Election Cycle, the Agency will organize, publicize, and conduct Debates during Fiscal Year 2024 in any city-wide contests scheduled for election in the June 2024, Primary Election and the November 2024, General Election where the Elections involve more than one (1) participating candidate in the Fair Elections Program, or any candidate who has qualified for ballot access in the Traditional Campaign Finance Program, and consents to participate in a debate. The Debates will once again provide voters with the opportunity to hear directly from candidates on the issues that are important to District Residents.

As of this date in Fiscal Year 2023 in the Fair Elections Program, there is one (1) Candidate registered seeking to participate in the 2024 Election Cycle. District of Columbia (two (2) certified). In the Traditional Campaign Finance Program, there is one (1) Candidate also registered to participate in the 2024 Election Cycle.

To prepare for any Debates required by the 2024 Election Cycle during Fiscal Year 2024, the Office of Campaign Finance will develop a Statement of Work no later than January 2024, to requisition the services of a Public Relations Firm to assist with this endeavor. The Vendor selected will assist the Office of Campaign Finance with the design, development, and employment of Public Service Announcements, Radio, Bus, Digital Ads, and Videos to increase the scope of its outreach to the public, and to educate the residents of the District of Columbia about the Fair Elections Program more effectively, and the scheduled candidate debates for both Elections. The Debates must be scheduled to occur on a date following the resolution of any challenges filed during the period provided for the challenge of nominating petitions to clearly know the candidates who have achieved ballot access but prior to the beginning of the date designated for the “Early Voting” timeframe for both Elections.

More specifically, the implementation of the Debate Program for the contested city-wide races will include the following:

- Selection of the brand for the OCF hosted virtual debates.
- Selection and Confirmation of the moderators for the 2024 DC Debates.
- Development and design of promotional materials for the debates, including radio scripts.
- Identification and recruitment of local community-based organizations, preferably non-monetary and non-partisan partners to promote the 2024 DC Debates, on their respective social media platforms.
- Define period for Registration for the virtual 2024 DC Debates
- Secure and Place advertisements for the scheduled virtual 2022 DC Debates on bus exteriors, on various routes, throughout the DC area.

- Secure and maintain a website or dedicated page for the 2024 Debates, and Advertisements for the 2024 DC Debates on radio stations, with the running of spots for no less than two weeks immediately preceding the scheduled debates.
- Secure the digital buy of advertisements for display on computers, iPhone, and tablets which if clicked on the ads, will take the viewer to the dedicated debate website.
- The development and dissemination of press releases on the 2024 DC Debates to all candidates, appearing on the ballot for the 2024 Primary and General Elections, in the District of Columbia and the public. Publication of Information on the 2024 DC Debates on the website for the debates listing the name, headshot photograph and a brief description of the campaign platform for each registered participant.
- The continuous stream of the 2024 DC Debates at the debate website and rebroadcast on the Board of Elections (BOE) website, DC cable channel and OCF and BOE, designated You Tube pages. Secure American Sign Language (ASL) and Translation Services (Spanish) for all the scheduled virtual 2024 DC Debates.
- Use of OCF Social Media Platforms to share messaging on the 2024 Debates through other social media platforms including Nextdoor, the social networking service for neighborhoods and communities to share information and news.
- Conducting test runs with each of the candidates and the moderators, and their equipment, and helping candidates to troubleshoot technical issues.

67. How is the agency preparing for implementation of the Campaign Finance Reform Amendment Act of 2018, now that the law is fully funded?

RESPONSE:

The Fiscal Year 2022 Budget Support Act of 2021, effective October 1, 2021, funded, and amended at Section 7183, Section 10 (a) of the Campaign Finance Reform Amendment Act of 2018, effective March 13, 2019 (D.C. Law 22-250; 66 DCR 985), in pertinent part, to delay the applicability of Sections 6(b)(4), (8), and (22), and (pp) (new Section 334a, the “Covered Contractor Contributions”), and (9) to any contracts “entered into, or executed before November 9, 2022”, to allow the Office of Campaign Finance and the Office of Contracting and Procurement to operationalize the provisions before applicable. Briefly, the Covered Contractor

provisions will prohibit government contracting authorities from entering or approving contracts with an estimated value of \$250,000.00 or more with covered contractors who have made contributions to prohibited recipients as defined by the Act within prescribed timeframes; and will prohibit the covered contractor from making the contributions during the prohibited period.

The Act, in the first instance, mandates each contracting authority to require covered contractors to report their principals to the contracting authority; to maintain a publicly available list on its website of all covered contractors, including their principals, for the contracts of that contracting authority; and to notify covered contractors in the solicitation process of the prohibited recipients. The Covered Contractor provisions will require the Office of Campaign Finance to work with the District Contracting Authorities to ensure compliance with the Covered Contractor provisions, through the review of the lists of covered contractors maintained by the contracting authorities against the financial reports of receipts and expenditures submitted on each filing deadline to identify any unlawful contributions and notify the covered contractor, the prohibited recipient, and the affected contracting authority of the potential infractions.

The identification of unlawful contributions by the OCF, however, is dependent upon the enhancement in the first instance of the doing business database (D.C. Official Code § 2-361.04) regarding district procurement to capture the data listing the covered contractors and their principals, the prohibited recipients for contracts based on the estimated value, and the respective prohibited periods as defined by D.C. Official Code §1-1161.01 (45c).

Although the approved OCF FY 21 Budget included \$100,000.00 in non-personal services local funds for the upgrade of the OCF E-Filing and Disclosure System to implement the Covered Contractor Contribution provisions, the contracting authorities purportedly did not have the resources during Fiscal Year 2021 to implement the responsibilities imposed by the provisions.

Thereafter, resources were allocated during Fiscal Year 2022 to the contracting authorities for the implementation of the Covered Contractor Provisions. The procurement database was not upgraded, however, and the OCF was not able to proceed with the enhancement of the OCF E-Filing and Disclosure System.

As of this date in Fiscal Year 2023, the OCF is engaged in ongoing discussions with the Office of Contracting and Procurement (OCP) and the Office of the Chief Technology Officer (OCTO) and participates in bi-weekly meetings concerning the development and build of the system to

implement the Campaign Reform Amendment Act, specifically the “Covered Contractor” Provisions. The OCF is confident that the OCF Approved Fiscal Year 2023 Budget will sufficiently support the funding of the necessary upgrades to the OCF E-Filing and Disclosure Applications to ensure the interaction of the OCP “Doing Business” Database with the OCF System. When the procurement database is updated, the OCF will proceed to procure the services necessary to upgrade its system to enable the import of data from the doing business database into the OCF database to facilitate the matching process and identify the prohibited contributions.

The Fiscal Year 2023 Approved Non-Personal Services Budget for the Office of Campaign Finance totals approximately \$7,473,090.00, which supports the costs projected for the Fair Elections Fund and the administration of the Fair Elections Program, as well as the agency oversight support services (\$361,033.08), including, based on Fiscal Year 2022 expenditures, the costs associated with the procurement of the following needed annual services: the recruiting and staffing services provided by the Department of Human Resources (DCHR) (\$15,000); fleet management provided by the Department of Public Works (DPW) (\$3,988.14); the maintenance and upgrades for the OCF E-Filing and Disclosure System for the Traditional Campaign Finance Program (\$63,960.00); and the exercise of the Option Period 3 (FY23) for the maintenance of the FEP E-Filing System (\$32,844.84). The remaining sum of approximately \$145,000.00 will be sufficient to support the costs of needed system upgrades to implement the Covered Contractor Contribution provisions.

Last, on April 6, 2022, the Agency proposed the Notice of Emergency and Proposed Rulemaking to the Board of Elections for adoption to require that the content of the Mandatory Training for new candidates and treasurers include the requirements of Chapter 30 pertaining to Covered Contractors, to implement the Covered Contractor Provisions of the Campaign Finance Reform Act, as amended, to authorize the reimbursement of expenditures for childcare expenses incurred for campaign purposes by a candidate, and to expand the prohibitions on the use of government resources for campaign-related purposes to include social media platforms. The revised Regulations place the Board’s Regulations into conformity with the Campaign Finance Reform and Conflict of Interest Public Disclosure Amendment Act of 2011, effective April 27, 2012 (D.C. Law 19-124, 59 DCR 1862 (March 9, 2012)); as amended by the COVID-19 Response

Supplemental Emergency Amendment Act of 2020, effective April 10, 2020 (D.C. Act 23-286; 67 DCR 4178 (April 17, 2020)). The Notice of Final Rulemaking was adopted by the Board of Elections on April 6, 2022, and published in the D.C. Register on April 15, 2022 (Volume 69/15). The Rules were adopted by the Board as Final on January 4, 2023, and published in the D.C. Register on February 3, 2023 (Volume 70/6).

LIST OF OCF ATTACHMENTS

February 22, 2023

**Responses to Questions of the Committee on
Executive Administration and Labor
Council of the District of Columbia**

LIST OF OCF ATTACHMENTS

February 22, 2023

Responses to Questions of the Committee on Executive Administration and Labor Council of the District of Columbia

ATTACHMENT A – February 2023 Office of Campaign Finance Organizational Structure and Staffing Chart, and Organizational Charts for each OCF Division (Response to Question No. 1, General Questions)

ATTACHMENT B – February 2023 Office of Campaign Finance Functional Organization Chart (Response to Question No. 1, General Questions)

ATTACHMENT C – February 2023 Schedule A for the Office of Campaign Finance (Response to Question No. 2, General Questions)

ATTACHMENT D – Chart of Travel Expenses, arranged by Employee for FY22 and FY23, to date, including the justification for the Travel (Response to Question No. 4b, General Questions)

ATTACHMENT E – Chart of FY22 and FY23, to date, Memoranda of Understanding (Response to Question No. 5, General Questions)

ATTACHMENT F – Chart of FY22 and FY23, to date, Intra-district Transfers (Response to Question No. 7, General Questions)

ATTACHMENT G – List of OCF Purchase Card Spending for FY22 and FY23, to date (Response to Question No. 9, General Questions)

ATTACHMENT H – Chart of FY22 and FY23, to date, Reprogramming Requests (Response to Question No. 12, General Questions)

ATTACHMENT I – List of OCF Contracts for FY22 and FY23, to date (Response to Question No. 15, General Questions)

ATTACHMENT J – FY22 Performance Plan and Report for the Office of Campaign Finance (Response to Question No. 24, General Questions)

ATTACHMENT K – FY23 Performance Plan for the Office of Campaign Finance (Response to Question No. 25, General Questions)

ATTACHMENT L – Records Retention Schedule for the Office of Campaign Finance (Response to Question No. 57, Agency Specific Questions)

ATTACHMENT M – Table for the 2022 Election Cycle (Response to Question No. 63(a), Agency Specific Questions)

ATTACHMENTS

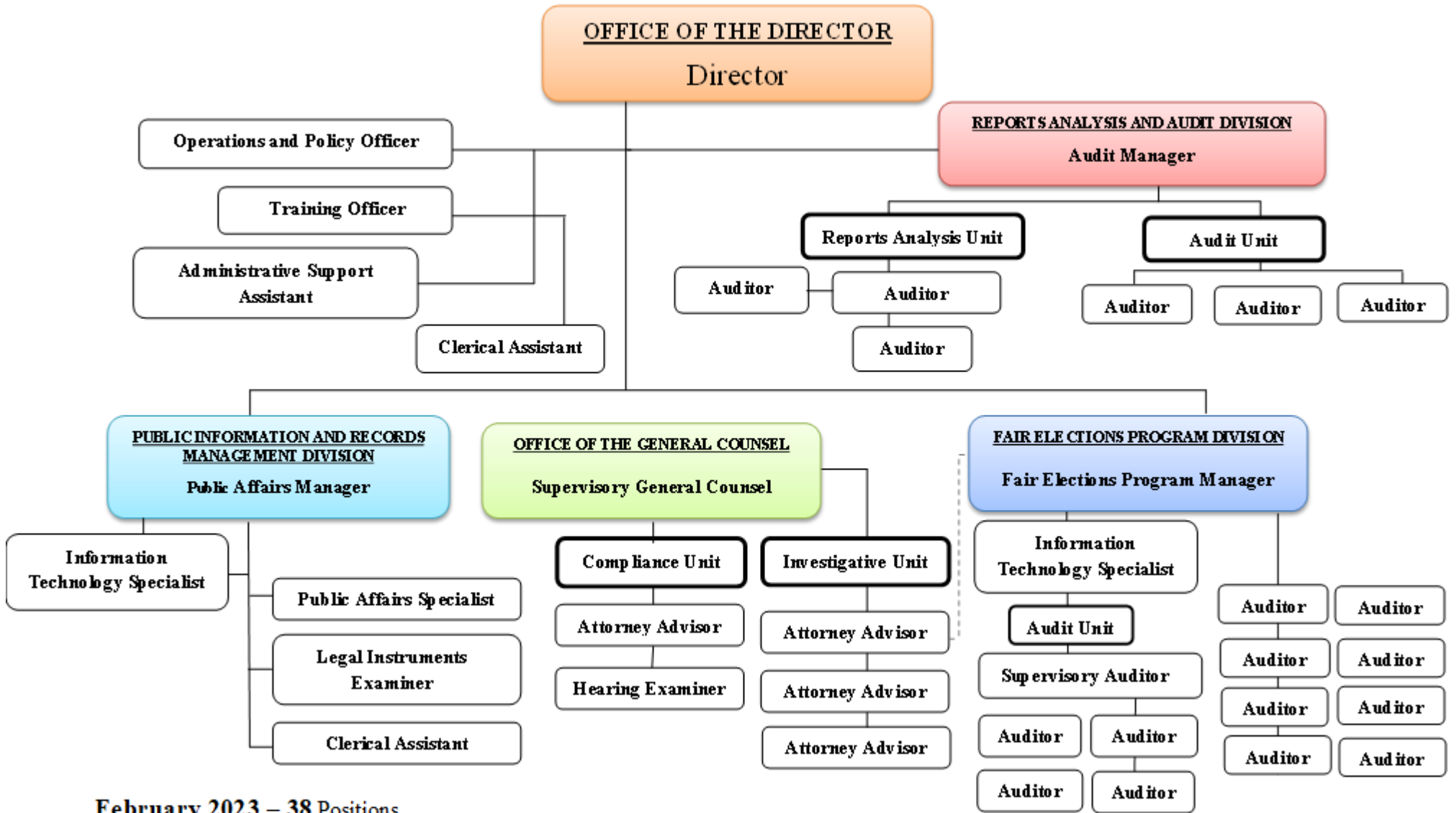
FEBRUARY 22, 2023

**Responses to Questions of the Committee on
Executive Administration and Labor
Council of the District of Columbia**

ATTACHMENT A

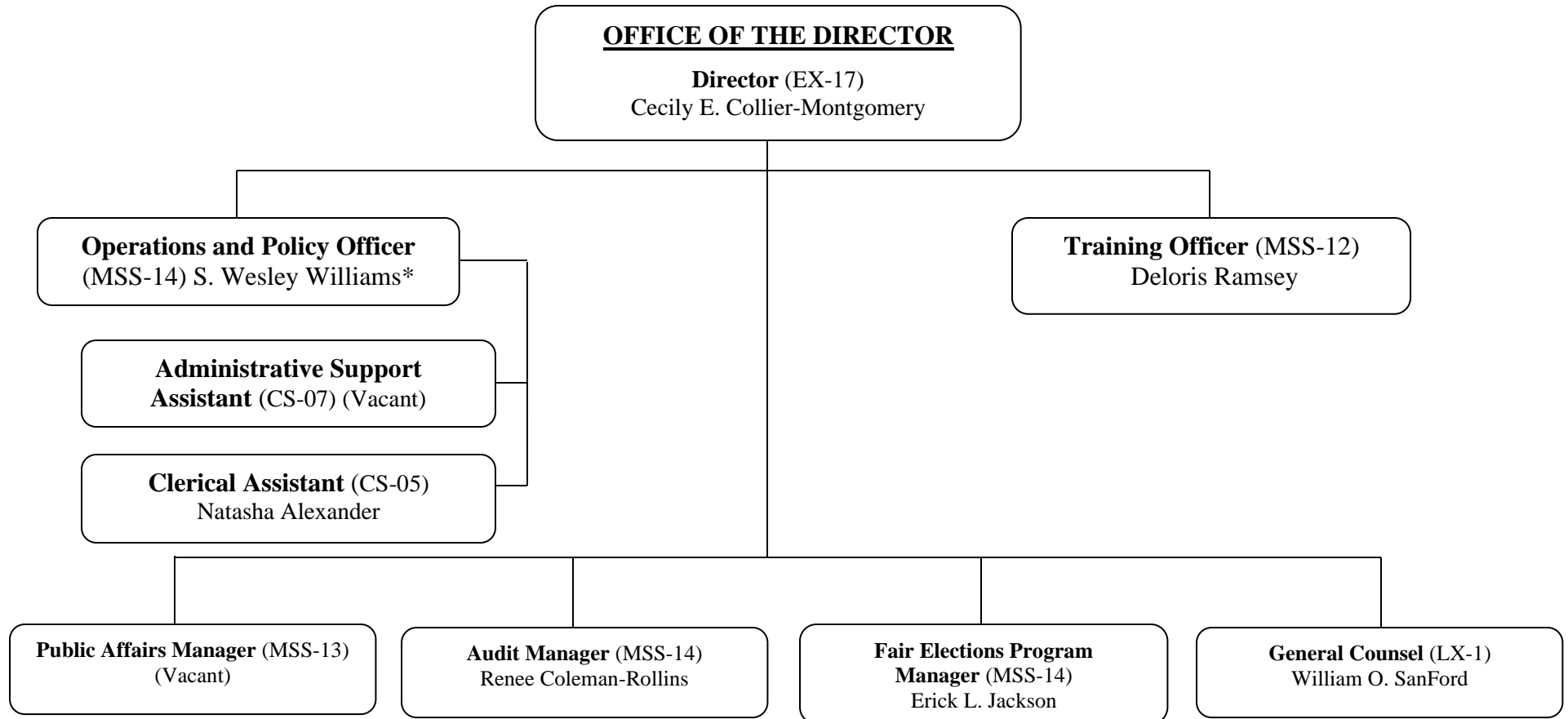
February 2023 Office of Campaign Finance
**Organizational Structure and Staffing Chart, and Organizational Charts
for each OCF Division**
(Response to Question No. 1, General Questions)

DC Office of Campaign Finance
Organizational Structure and Staffing Chart



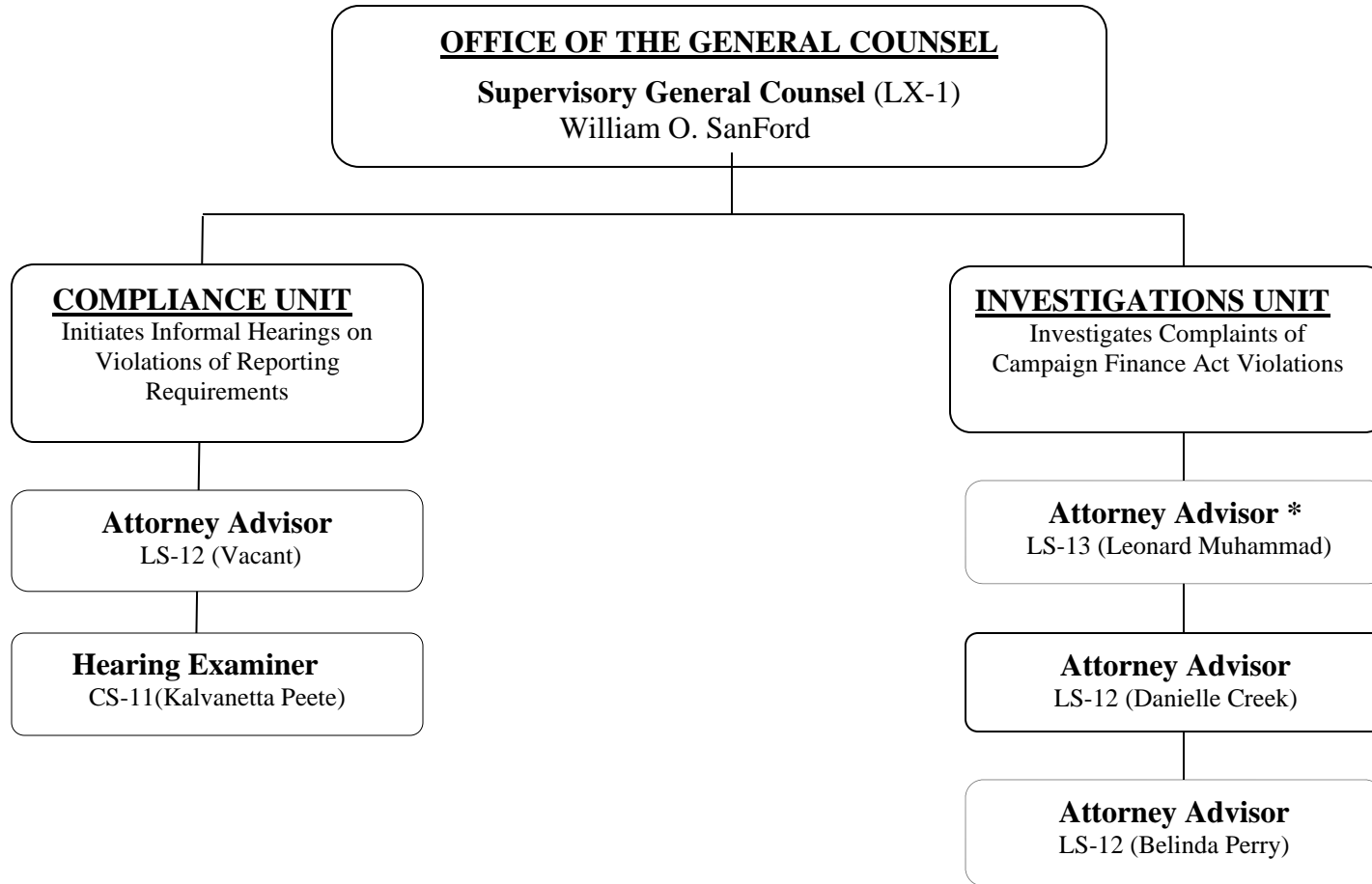
February 2023 – 38 Positions

DC Office of Campaign Finance
Office of the Director



February 2023 – 5 Positions (1 Vacant Position)

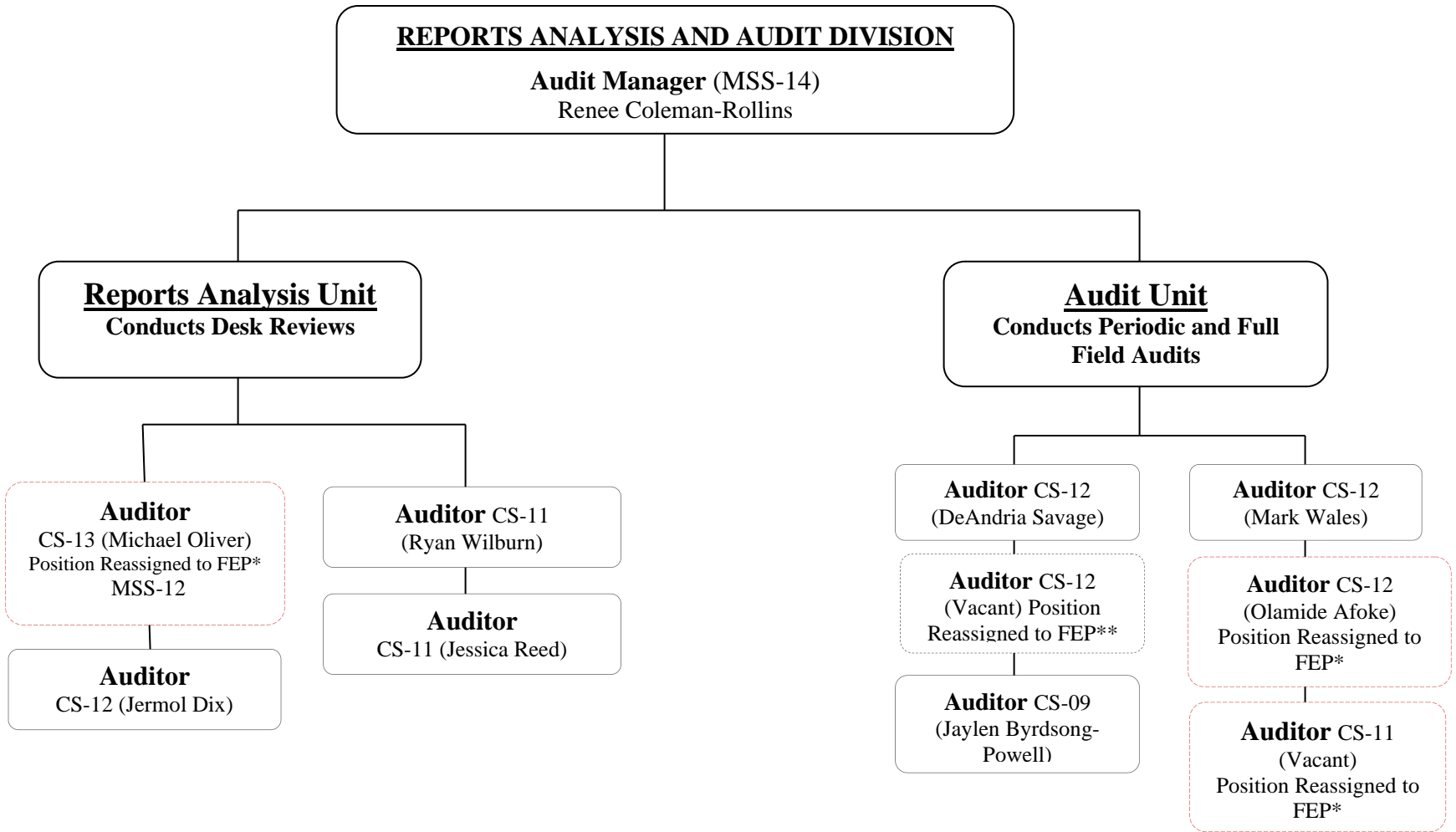
DC Office of Campaign Finance
Office of the General Counsel



February 2023 – 6 Positions (1 Vacant Position)

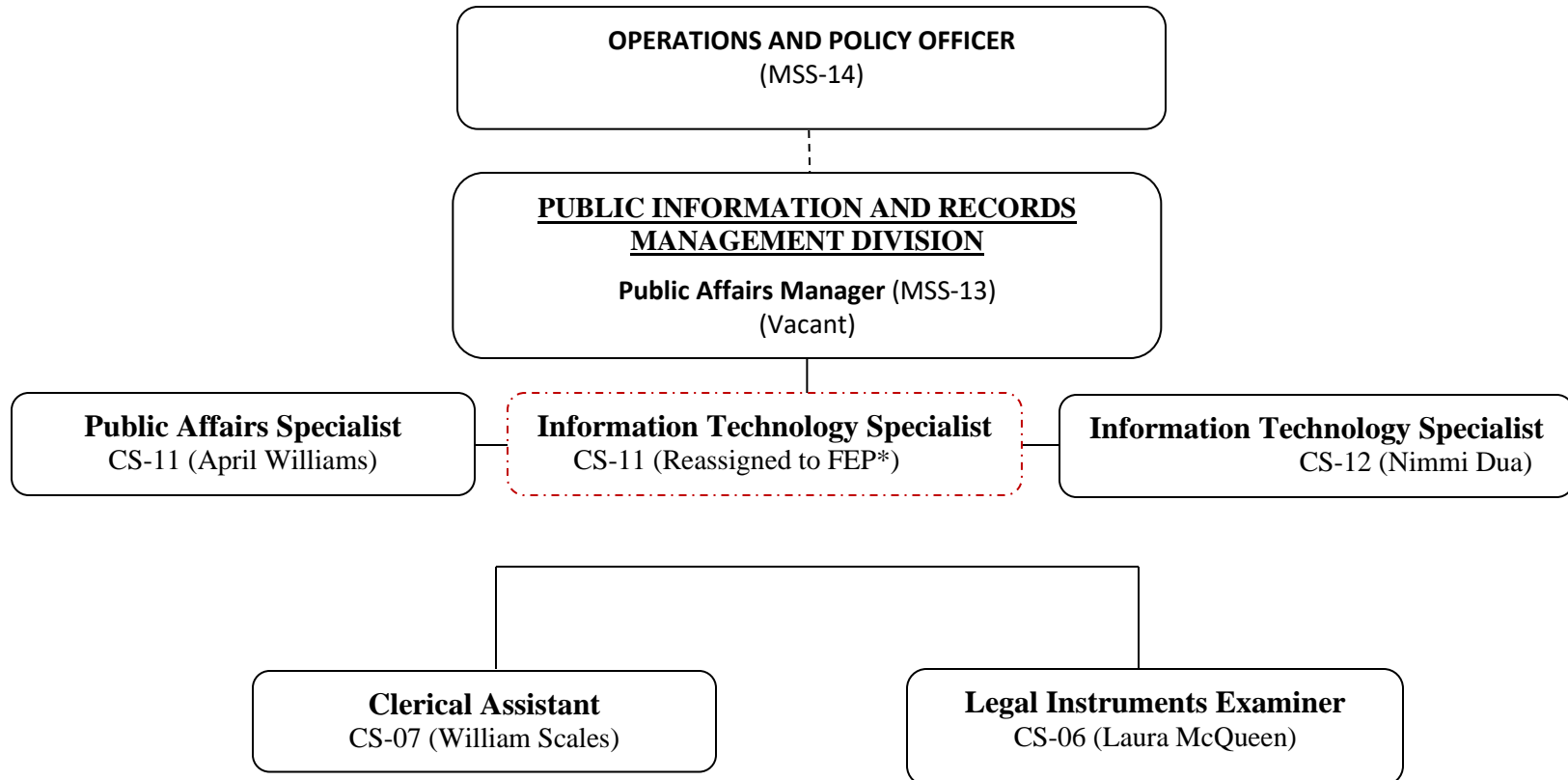
* Liaison for FEP candidate guidance and policy

DC Office of Campaign Finance
Reports Analysis and Audit Division



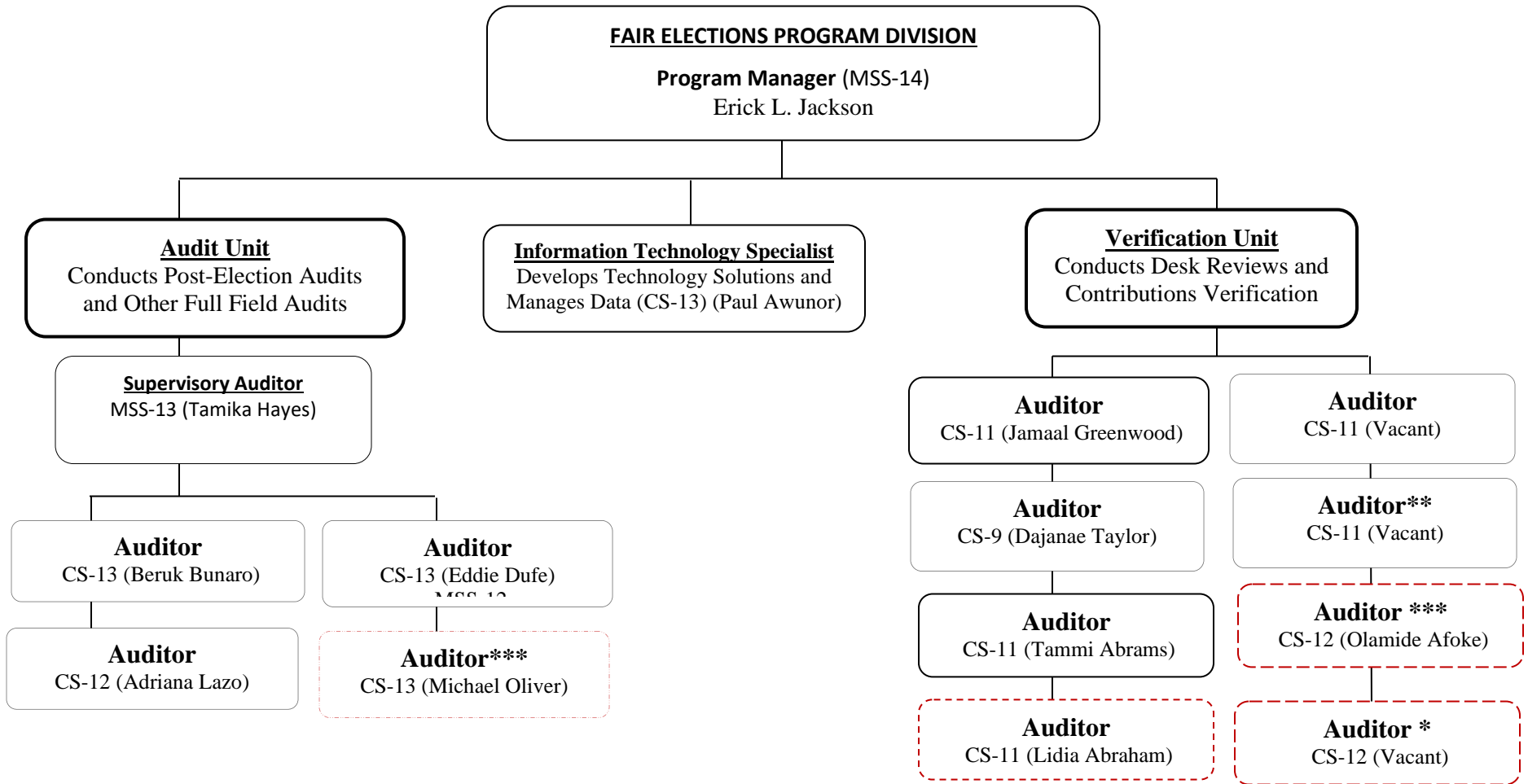
February 2023 – 7 Positions ((1 Vacant Position and 2 RAAD Auditor Positions Reassigned 1/22 to FEP*; and 1 Vacant RAAD Auditor Position Reassigned to FEP 9/22**))

DC Office of Campaign Finance
Public Information and Records Management Division



February 2023 – 5 Positions (1 Vacant Position; and the CS-11 IT Specialist Reclassified as CS-11 Auditor and Reassigned to FEP, 4/22*)

DC Office of Campaign Finance
Fair Elections Program Division



February 2023 – 15 Positions (3 Vacant) (1 Vacant RAAD Auditor Position Reassigned to FEP 09/01/22 *; 1 PIRMIT Spec. Position Reclassified to Auditor CS-11 Position and Reassigned to FEP 4/22; 1 vacant RAAD Auditor CS-11 Position and 2 RAAD Auditors Reassigned to FEP 1/22***)**

ATTACHMENT B

February 2023 Office of Campaign Finance
Functional Organizational Chart
(Response to Question No. 1, General Questions)

DC Office of Campaign Finance
Functional Organizational Chart

PROGRAM OPERATIONS AND LIAISON POLICIES
Program Operations Budget Administration Contract and Procurement HR Management /Development Executive Support Services Payroll Administration Information Technology Operations Web Site Management Educational Outreach Program

OFFICE OF THE DIRECTOR
Administers & Enforces the Campaign Finance Laws of the District of Columbia, as Amended, Quality Control Management & Policy Development

FAIR ELECTIONS PROGRAM DIVISION
Verification of Contribution Reports, Investigative and Full Field Audits of the campaign operations of Candidates, Principal Campaign Committees and Fair Elections Committees participating or seeking certification in the FEP Base Amount and Matching Payment Authorizations Educational Outreach and Liaison with FEP Candidates and Treasurers Coordination of the Debate Program Statistical Reports on the FEP Program and FOIA Requests RFAI Program for registrants in the FEP Program Referrals to OGC for Non-Compliance and Appeals before BOE from Denial Actions Site visits to Campaign Offices, Early Vote Centers and Election Precincts Remission of Funds and FEP Post-Election Cycle Reports

PUBLIC INFORMATION AND RECORDS MANAGEMENT DIVISION
Mandatory Electronic Filing Program Web Site Maintenance and Report Creation Help Desk for EFS and Web Site Document Intake, Data Entry, and Imaging Media Liaison, Public Information and Records Management, and FOIA Requests Pre-Notification and Failure to File Programs for all Filer Groups in the Traditional Campaign Finance Program and the Fair Elections Program* Biennial Report of Receipts and Expenditures/Post-Election FEP Reports Educational Outreach Referrals to OGC for Non-Compliance *Filer Groups in the Traditional Program include: Political Action Committees**; Political Action Committees; Independent Expenditure Committees; Constituent Service and Statehood Fund Programs; and ANC Candidates

REPORTS ANALYSIS AND AUDIT DIVISION
Desk Reviews and Investigative, Full & Periodic Field Audits of Financial Reports for all Filer Groups* in the Traditional Campaign Finance Program Educational Outreach and Technical Assistance to the Public Statistical Reports and FOIA Requests RFAI Program for all Filer Groups* Referrals to OGC for Non-Compliance Site Visits to Campaign Offices, Early Vote Centers, and Election Precincts Committee/Program Terminations *Filer Groups in the Traditional Campaign Finance Program include: Political Action Committees**; Political Action Committees; Independent Expenditure Committees; Constituent Service and Statehood Fund Programs; and ANC Candidates

OFFICE OF THE GENERAL COUNSEL
Legislative Recommendations Rulemaking Investigations and Informal Hearings Legal Assistance to Director and Staff Educational Outreach Coordination Mandatory Entrance Conference Program Intergovernmental Liaison Interpretative and Expedited Opinions BOE Enforcement of OCF Orders OCF Forms Management FOIA Requests Coordination OCF Complaints before BOE Appeals from OCF Orders Site Visits to Campaign Offices, Early Vote Centers, and Election Precincts

** Political Committees include principal campaign committees, inaugural, transition, exploratory and legal defense committees, and ballot committees in the Traditional Campaign Finance Program.

ATTACHMENT C

February 2023 **Schedule A for the Office of Campaign Finance**
(Response to Question No. 2, General Questions)

FY23 SCHEDULE A, Current as of February 14, 2023

List by Program and Activity of Positions by Title, Employee Name, Grade, Step, Series, Salary, Fringe Benefits, EOD, and Whether the Position is Vacant or Frozen

I. Agency Management Program

OFFICE OF THE DIRECTOR									
Title / Program / Activity	Name	Grade	Step	Series	Salary	Fringe Benefits	EOD	Status Continuing/ Term/ Temporary/ Contract/ Vacant/ Frozen	Recruitment/ Activity
Director Program 2000/ Activity 1015	Collier-Montgomery Cecily E.	17	0	0087	\$198,511.21	\$46,451.62	08/02/96	Continuing	
Training Officer Program 1000/ Activity 1090	Ramsey, Deloris	MSS-12	0	341	\$97,268.75	\$22,760.89	08/12/13	Continuing	
Operations & Policy Officer Program 1000/ Activity 1010	Williams III, Wesley	MSS-13	0	341	\$125,883.94	\$29,456.84	04/07/90	Continuing	
Administrative Assistant Program 1000/ Activity 1010	Vacant	CS-07		303	\$44,859.00	\$10,497.01	11/05/22	Vacant	The Position Description is being revised and will be forwarded to DCHR for Re-classification
Clerical Assistant Program 1000/ Activity 1010	Alexander, Natasha	CS-05	07	303	\$44,161.00	\$10,333.67	03/04/18	Continuing	

(5 positions, 1 vacant position)

FY23 Question #2 Responses (Cont'd)

List by Program and Activity of Positions by Title, Employee Name, Grade & Step, Series, Salary, Fringe Benefits, EOD, and Whether Position is Vacant or Frozen

II. Oversight Support Program

OFFICE OF GENERAL COUNSEL									
Title/ Program/ Activity	Employee	Grade	Step	Series	Salary	Fringe Benefits	EOD	Status Continuing/ Term/ Temporary/ Contract/ Vacant/ Frozen	Recruitment Activity
Supv. General Counsel Program 2000/ Activity 2030	SanFord, William O.	LX-1	0	905	\$151,047.20	\$35,345.04	10/02/10	Continuing	
Attorney Advisor Program 2000/ Activity 2030	Muhammad, Leonard	LS-12	06	905	\$127,153.00	\$29,753.8	01/31/11	Continuing	
Hearing Examiner Program 2000/ Activity 2030	Peete, Kalvaneeta	CS-11	08	905	\$79,971.00	\$18,713.21	01/14/13	Continuing	
Attorney Advisor Program 2000/ Activity 2030	Vacant	LS-12	01	905	\$91,650.00	\$21,446.1		Vacant	Position forwarded to DCHR on 01 14 2022 to be posted for (2) weeks. Position opening for posting 02/01/22 and closed on 02/14/22. Proposed interviews 03/04/22.
Attorney Advisor Program 2000/ Activity 2030	Creek, Danielle	LS-12	01	905	\$91,650.00	\$21,446.1	09/26/22	Continuing	
Attorney Advisor Program 2000/ Activity 2030	Perry, Belinda	LS-12	02	905	\$94,706.00	\$22,161.2	07/22/19	Continuing	

(6 Positions) (1 Vacant Position)

FY23 Question #2 Responses (Cont'd)

List by Program and Activity of Positions by Title, Employee Name, Grade, Step, Series, Salary, Fringe Benefits, EOD, and Whether the Position is Vacant or Frozen

REPORTS ANALYSIS AND AUDIT DIVISION									
Title/ Program/ Activity	Employee	Grade	Step	Series	Salary	Fringe Benefits	EOD	Status Continuing/ Term/ Temporary/ Contract/ Vacant/ Frozen	Recruitment Activity
Auditor Manager Program 2000/ Activity 2020	Coleman, Renee	MSS- 14	0	511	\$137,327.95	\$32,134.74	07/12/04	Continuing	
Auditor Program 2000/ Activity 2020	Dix, Jermol	CS-12	02	511	\$83,289.00	\$19,489.63	03/18/19	Continuing	
Auditor Program 2000/ Activity 2020	Wales, Mark	CS-12	06	511	\$93,311.00	\$21,834.77	05/06/13	Continuing	
Auditor Program 2000/ Activity 2020	Savage, DeAndria	CS-12	02	511	\$83,289.00	\$19,489.63	10/01/18	Continuing	
Auditor Program 2000/ Activity 2020	Wilburn, Ryan	CS-11	01	511	\$65,285.00	\$15,276.69	05/09/21	Continuing	
Auditor Program 2000/ Activity 2020	Byrdsong- Powell, Jaylen	CS-09	01	511	\$54,183.00	\$12,678.82	07/05/22	Continuing	
Auditor Program 2000/ Activity 2020	Reed, Jessica	CS-11	01	511	\$65,285.00	\$15,276.69	08/05/22	Continuing	

(7 Positions)

FY23 Question #2 Responses (Cont'd)

List by Program and Activity of Positions by Title, Employee Name, Grade, Step, Series, Salary, Fringe Benefits, EOD, and Whether the Position is Vacant or Frozen

PUBLIC INFORMATION AND RECORDS MANAGEMENT DIVISION									
Title/ Program / Activity	Employee	Grade	Step	Series	Salary	Fringe Benefits	EOD	Status Continuing/ Term/ Temporary/ Contract/ Vacant/ Frozen	Recruitment Activity
Public Affairs Manager Program 2000/ Activity 2010	Vacant	MS-13	0	1035	\$119,416.00	\$27,943.34	11/19/22	Vacant	The Position Description is being revised and will be forwarded to DCHR for Re- classification
Public Affairs Specialist Program 2000/ Activity 2010	Williams, April	CS-11	01	1035	\$65,285.00	\$15,276.92	05/17/04	Continuing	
Clerical Assistant Program 2000/ Activity 2010	Scales, Billy L.	CS-7	10	301	\$58,880.00	\$13,77.92	06/30/97	Continuing	
Legal Instruments Examiner Program 2000/ Activity 2010	McQueen, Laura	CS-6	10	950	\$53,186.00	\$12,445.52	01/12/04	Continuing	
Information Technology Program 2000/ Activity 2010	Dua, Nimmi	CS-12	04	2210	\$88,300.00	\$20,662.2	08/31/98	Continuing	

(5 Positions) (1 Vacant position)

FY23 Question #2 Responses (Cont'd)

List by Program and Activity of Positions by Title, Employee Name, Grade, Step, Series, Salary, Fringe Benefits, EOD, and Whether the Position is Vacant or Frozen

FAIR ELECTIONS PROGRAM DIVISION									
Title/ Program / Activity	Employee	Grade	Step	Series	Salary	Fringe Benefits	EOD	Status Continuing/ Term/ Temporary/ Contract/ Vacant/ Frozen	Recruitment Activity
Program Manager Program 3000/ Activity 3010	Jackson, Erick	MS-14	0	1035	\$137,328.97	\$32,134.98	02/24/14	Continuing	
Information Technology Program 3000/ Activity 3010	Awunor, Paul	CS-13	06	905	\$107,984.00	\$25,268.26	04/29/19	Continuing	
Auditor Program 3000/ Activity 3010	Abrams, Tammi	CS-11	04	1035	\$71,579.00	\$16,749.49	05/17/19	Continuing	
Auditor Program 3000/ Activity 3010	Lazo, Adriana	CS-12	01	511	\$80,784.00	\$18,903.46	07/08/19	Continuing	
Auditor Program 3000/ Activity 3010	Dufe, Eddie	CS-13	05	511	\$105,001.00	\$24,570.23	05/06/13	Continuing	
Auditor Program 3000/ Activity 3010	Hayes, Tamika	MS-13	0	301	\$117,026.61	\$27,384.23	04/01/19	Continuing	
Auditor Program 3000/ Activity 3010	Oliver Jr., Michael D	CS-13	05	511	\$105,001.00	\$24,570.23	06/23/08	Continuing	
Auditor Program 3000/ Activity 3010	Bunaro, Beruk	CS-13	01	511	\$93,069.00	\$21,778.15	12/18/15	Continuing	
Auditor Program 3000/ Activity 3010	Afoke, Olamide	CS-12	04	511	\$88,300.00	\$20,662.2	02/10/14	Continuing	

Auditor Program 3000/ Activity 3010	Greenwood Jamaal	CS-11	02	511	\$67,383.00	\$15,767.62	07\20\20	Continuing	
Auditor Program 3000/ Activity 3010	Taylor, Dajanae	CS-09	02	511	\$55,915.00	\$13,084.11	09/13/21	Continuing	
Auditor Program 3000/ Activity 3010	Abraham, Lidia	CS-11	01	511	\$65,285.00	\$15,276.69	06/05/22	Continuing	
Auditor Program 3000/ Activity 3010	Vacant	CS_12	01	511	\$80,784.00	\$18,903.46	10/22/22	Vacant	Position was reassigned from RAAD. Vacancy announcement closed on 2/10/2023. Currently setting up interviews.
Auditor Program 3000/ Activity 3010	Vacant	CS-11	01	511	\$65,285.00	\$15,276.69		Vacant	Vacancy announcement closed on 2/10/2023. Currently setting up interviews.
Auditor Program 3000/ Activity 3010	Vacant	CS-11	01	511	\$65,285.00	\$15,276.69	10/22/22	Vacant	Vacancy announcement closed on 2/10/2023. Currently setting up interviews.

(15 positions) (3 vacant positions)

ATTACHMENT D

**Chart of Travel Expenses, arranged by Employee for FY22 and FY23, to date,
including the justification for the Travel**
(Response to Question No. 4b, General Questions)

Travel Expenses, arranged by Employee for FY22 and FY23, to date.

Fiscal Year	Traveler	Event	Justification	Amount
FY 2022	Erick Jackson	Public Finance Administrators Gathering, Albuquerque, MN - 07/15/2022	To update and enhance public finance experience	2,018.35
	Sidney Wesley Williams			1,688.63
FY 2022 TOTAL				3,706.98
FY 2023	Erick Jackson	Council on Governmental Ethics Laws (COGEL), Montreal, Quebec, Canada - 12/4-7/2022	To update and enhance governmental public laws	2,958.90
	Sidney Wesley Williams			3,046.07
	Tamika Hayes			3,269.56
	Kalvanetta Peete			2,246.97
	Eddie Dufe			2,255.10
	Renee Coleman Rollins			3,042.41
FY 2023 TOTAL				16,819.01

ATTACHMENT E

Chart of FY22 and FY23, to date, Memoranda of Understanding
(Response to Question No. 5, General Questions)

FY22 and FY23 Memoranda of Understanding

Fiscal Year	Seller Agency	Buyer Agency	Service Description	Service Period	Total Amount
2022	DCHR	OCF	HR Services	10/1/2021-09/30/2022	\$18,540.00
2023	DCHR	OCF	HR Services	10/1/2022-09/30/2023	\$19,004.00

ATTACHMENT F

Chart of FY22 and FY23, to date, Intra-district Transfers
(Response to Question No. 7, General Questions)

FY22 and FY23, to date, Intra-District Transfers

Fiscal Year	Seller Agency	Buyer Agency	Service Description	Service Period	Total Amount
2022	OCP	CJ0	Purchase Card	10/1/2021-09/30/2022	\$10,000.00
	DPW	CJ0	Fleet Management	10/1/2021-09/30/2022	\$5,244.06
	DCHR	CJ0	HR Services	10/1/2021-09/30/2022	\$18,540.00
2023	OCP	CJ0	Purchase Card	10/1/2022-09/30/2023	\$10,000.00
	DPW	CJ0	Fleet Management	10/1/2022-09/30/2023	\$3,988.14
	DCHR	CJ0	HR Services	10/1/2022-09/30/2023	\$10,000

ATTACHMENT G

List of OCF Purchase Card Spending for FY22 and FY23, to date
(Response to Question No. 9, General Questions)

FY 22 P-CARD TRANSACTIONS

Vendor	Amount	General Purpose	Date	P-Card User
Comcast	\$104.91	Cable Service	11/16/2021	April Williams
COGEL	\$1,200.00	Conference	12/06/2021	April Williams
Comcast	\$110.86	Cable Service	12/13/2021	April Williams
Comcast	\$110.86	Cable Service	01/12/2022	April Williams
Comcast	\$227.42	Cable Service	02/14/2022	April Williams
Comcast	\$107.76	Cable Service	03/30/2022	April Williams
Global Print Masters	\$960.00	Printing Service	03/30/2022	April Williams
VLI, INC.	\$150.00	Audio Visual Equipment Service	04/25/2022	April Williams
Comcast	\$107.76	Cable Service	05/12/2022	April Williams
American Airlines	\$890.19	Airfare (Wesley Williams)	05/26/2022	April Williams
United Airlines	\$1,060.20	Airfare (Erick Jackson)	05/25/2022	April Williams
United Airlines	\$109.00	Seat Upgrade	05/25/2022	April Williams
United Airlines	\$45.00	Seat Upgrade	05/25/2022	April Williams
United Airlines	\$89.00	Seat Upgrade	05/25/2022	April Williams
United Airlines	\$66.00	Seat Upgrade	05/25/2022	April Williams
Comcast	\$113.71	Cable Service	06/09/2022	April Williams
Comcast	\$113.71	Cable Service	06/29/2022	April Williams
Clyde Hotel	\$185.20	Hotel Accommodation	07/18/2022	April Williams
Clyde Hotel	\$321.78	Hotel Accommodation	07/18/2022	April Williams
Clyde Hotel	\$321.78	Hotel Accommodation	07/18/2022	April Williams
Comcast	\$107.76	Cable Service	08/16/2022	April Williams
Comcast	\$113.72	Cable Service	09/12/2022	April Williams
Comcast	\$113.72	Cable Service	09/19/2022	April Williams
COGEL	\$445.00	Registration Fee	09/23/2022	April Williams

FY 23 P-CARD TRANSACTIONS

Vendor	Amount	General Purpose	Date	P-Card User
Comcast	\$107.77	Cable Service	11/01/2022	April Williams
United Airlines	\$580.38	Airfare (Renee Coleman)	11/19/2022	April Williams
United Airlines	\$580.38	Airfare (Eddie Dufe)	11/19/2022	April Williams
United Airlines	\$515.88	Airfare (Erick Jackson)	11/20/2022	April Williams
United Airlines	\$568.55	Airfare (Wesley Williams)	11/20/2022	April Williams
United Airlines	\$387.95	Airfare (Kalvanetta Peete)	11/20/2022	April Williams
United Airlines	\$739.48	Airfare (Tamika Hayes)	11/20/2022	April Williams
Novotel Hotel	\$1,015.08	Hotel Accommodation (Kalvanetta Peete)	11/22/2022	April Williams
COGEL	\$4,200.00	Conference (6 Employees)	11/22/2022	April Williams
Novotel Hotel	\$11.39	Foreign transaction fee	11/22/2022	April Williams
Sheraton Hotel	\$1,710.02	Hotel Accommodation (Tamika Hayes)	12/06/2022	April Williams
Sheraton Hotel	\$19.16	Foreign Transaction Fee	12/06/2022	April Williams
Sheraton Hotel	\$19.16	Foreign Transaction Fee	12/06/2022	April Williams
Sheraton Hotel	\$19.16	Foreign Transaction Fee	12/06/2022	April Williams
Sheraton Hotel	\$1,710.02	Hotel Accommodation (Wesley Williams)	12/06/2022	April Williams
Sheraton Hotel	\$1,710.02	Hotel Accommodation (Renee Rollins)	12/06/2022	April Williams
Comcast	\$107.77	Cable Service	12/16/2022	April Williams
Comcast	\$113.72	Cable Service	01/07//2023	April Williams
COGEL	\$445.00	Annual Registration Fee	01/09/2023	April Williams
Comcast	\$132.29	Cable Service	01/29/2023	April Williams

ATTACHMENT H

Chart of FY22 and FY23, to date, Reprogramming Requests
(Response to Question No. 12, General Questions)

FY22 and FY23, to date, Reprogramming Requests

Fiscal Year	From/To Agency	Date	Justification	From/To CSG	Amount
2022	Within OCF/CJO	4/18/2022	Funds are needed to replace outdated desktops and laptops	Regular Pay - Cont Full Time	(62,000.00)
				Fringe Benefits - Curr Personnel	(20,000.00)
				Equipment & Equipment Rental	82,000.00
	Within OCF/CJO	11/16/2021	Funds are needed for Electronic Filing and Disclosure system upgrade	Regular Pay - Cont Full Time	(100,000.00)
Other Services And Charges				100,000.00	
2023	There is no reprogramming at this time.				

ATTACHMENT I

List of OCF Contracts for FY22 and FY23, to date
(Response to Question No. 15, General Questions)

FY 22 Contracts Listed by Vendor Name, Nature of Procurement, Dollar Amount, Budget Amount, Actually Spent, Term of Procurement, competitively bid or not, Fund Sources and Contract Monitor

Vendor Name	Nature of Contract/End product/Services	Dollar Amount	Budgeted Amount	Actually Spent	Term of Contract	Comp Bid/ Yes/ No	Fund Source	Contract Monitor
DataNet System Corp. PO655708	FY22 OCF Maintenance for the E-Filing System	\$58,840.53	\$58,840.53	\$58,840.53	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams
Pitney Bowes PO658938	FY22 OCF- (1) Postage machine lease	\$2,500.00	\$2,500.00	\$972.24*	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams
DataNet System Corp. PO657750	FY22 OCF Third Phase Development of the E-Filing System and Website Content for the Fair Elections Program	\$31,620.88	\$31,620.88	\$31,620.88	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams
Bayne LLC PO663004	Contract for FY22 Debates for the Primary and General Elections	\$339,680	\$339,680	\$339,680	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams
VLI Incorporated PO664865	Audio and Visual Maintenance Support	\$6,800.00	\$6,800.00	\$6,800.00	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams
Star Office Products PO660546	Copier Machine Maintenance	\$1,672.80	\$1,672.80	\$1,672.80	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams
Avid Systems, LLC PO666840	Audio/Visual Equipment	\$42,877.85	\$42,877.85	\$7,150.10**	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams
DataNet System Corp. PO670442	Website Enhancements	\$11,120.00	\$11,120.00	\$11,120.00	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams
C.L. Russell Group PO670821	FY22 Development Training Skills for OCF Staff Members (35) employees	\$17,730.00	\$17,730.00	\$17,730.00	10/1/2021-09/30/2022	Yes	0410	Sidney Wesley Williams

* Pitney Bowes was only paid \$972.24 out of \$2,500.00.

** Please note that only Avid Systems was unable to deliver the entire order before the close of FY 22 so \$35,727.75 was left over on the balance. Only \$7,150.10 was paid out for laptops.

FY 23 Contracts Listed by Vendor Name, Nature of Procurement, Dollar Amount, Budget Amount, Actually Spent, Term of Procurement, competitively bid or not, Fund Sources and Contract Monitor

Vendor Name	Nature of Contract/End product/Services	Dollar Amount	Budgeted Amount	Actually Spent	Term of Contract	Comp Bid/ Yes/ No	Fund Source	Contract Monitor
DataNet System Corp. PO677398	FY23 OCF Second Phase Development of the E-Filing System and Website Content for the Fair Elections Program.	\$63,960.00	\$63,960.00	\$63,960.00	10/1/2022-09/30/2023	Yes	0410	Sidney Wesley Williams
DataNet System Corp. PO673735	FY23 OCF Second Phase Development of the E-Filing System and Website Content for the Fair Elections Program	\$32,844.88	\$32,844.88	\$32,844.88	10/1/2022-09/30/2023	Yes	0410	Sidney Wesley Williams
Pitney Bowes PO681714	(1) Postage Machine	\$2,500.00	\$2,500.00	\$2,500.00	10/1/2022-09/30/2023	Yes	0410	Sidney Wesley Williams

ATTACHMENT J

FY22 Performance Plan and Report for the Office of Campaign Finance
(Response to Question No. 24, General Questions)

Office of Campaign Finance FY2022

Agency: Office of Campaign Finance

Agency Acronym: OCF



Agency Code: CJ0





Fiscal Year: 2022

Agency Performance POCs: Cecily (OCF) Collier-Montgomery; Nadine (OCF) Journiette













Agency Budget POCs: Cecily (OCF) Collier-Montgomery; Nadine (OCF) Journiette

FY2022 Agency Accomplishments







3 Accomplishment records			
	What is the accomplishment that your agency wants to highlight?	How did this accomplishment impact residents of DC?	How did this accomplishment impact your agency?
 	<p>The Office of Campaign Finance hosted the 2022 DC Debates under the Fair Elections Act for the 2022 Election Cycle, the second Election Cycle following the implementation of the Fair Elections Program during the 2022 Election Cycle, and the debut of the inaugural 2020 Debates under the Act. The 2022 Debates were presented in a virtual format, and live streamed at the OCF 2022 Debates Website www.dcdebates.com In May 2022 for the June 21, 2022, Primary Election city-wide contests for the Offices of the Mayor, Attorney General, and At-Large Member of the Council; and in September 2022 for the November 8, 2022, General Election city-wide contests for the Offices of the Mayor and At-Large Member of the Council. For these contests in both Elections, all certified Fair Elections Program Candidates were</p>	<p>The Debates provided the Residents of the District of Columbia with the opportunity to hear directly from the Candidates on issues that were important to them in order to make better informed Ballot choices.</p>	<p>The Office of Campaign Finance successfully advertised, scheduled, and hosted the Debates, the second Debates following the inaugural 2020 DC Debates under the Fair Elections Act, for the city-wide contests in both the 2022 Primary and General Elections before the issuance of Ballots to District Voters by the Board of Elections. This provided the District Voters with the opportunity to hear directly from the Candidates for Public Office before casting their Ballots.</p>







	required to participate, and all Traditional Campaign Finance Program Candidates were invited to appear.		
 	The Office of Campaign Finance published the December 31, 2021, Biennial Report of Contributions and Expenditures at the OCF Website www.ocf.dc.gov . The Report covers the contributions and expenditures for the prior two (2) year period from January 2019 through December 2021 of Candidates and Political Committees who registered in the Traditional Campaign Finance Program to participate in the 2020 Election Cycle.	The Report provides the public with a summary of the receipts and expenditures of Candidates for elective office, except for ANC Candidates, and the various Committees registered with the Agency, for the prior two (2) year period in dollar amount and percentage terms, by donor categories and the size of the donation, and expenditure type.	The production of the Biennial Report furthers the responsibility of the Agency to ensure the disclosure and transparency of the financial transactions reported by Candidates and Committees in their Reports of Receipts and Expenditures filed with the Office of Campaign Finance.
 	The Office of Campaign Finance successfully administered the Fair Elections Program during the June 21, 2022, Primary Election of the 2022 Election Cycle, the second Election Cycle following the implementation and inaugural run of the Program during the 2020 Election Cycle. The OCF certified 31 Candidates to participate in the Primary Election, and 8 FEP Candidates were elected the Nominees of their Party in 6 of the 8 races for local elective Public Office.	The Fair Elections Program is a voluntary public financing program for local campaigns in the District of Columbia, and through the availability of public funds, a more competitive electoral process has evolved which has opened the process to candidates who may not have otherwise participated.	The Fair Elections Program once again met its goals, including, to provide an incentive for more candidates to compete in the electoral process, to encourage residents to have greater participation in the electoral process, and to amplify the voices of District Residents by matching qualified small dollar contributions.








2022 Objectives



6 Objective records					
	Objective Number	Strategic Objective	# of Measures	# of Operations	Add Key Performance Indicator
 	1	Provide fair, effective, and timely enforcement programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.	3	1	Add Key Performance Indicator
 	2	Provide high quality educational outreach services (entrance conferences, training seminars, publications, and online tutorials) to increase full disclosure and voluntary compliance with the Campaign Finance Act.	1	1	Add Key Performance Indicator
 	3	Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.	2	1	Add Key Performance Indicator
 	4	Provide a high-quality web-internet based public disclosure system to receive the online submission of financial reports, and to ensure the availability of campaign finance data and information in a manner that is easy to navigate, search, sort, and retrieve at the OCF Website.	1	1	Add Key Performance Indicator
 	5	Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements	3	1	Add Key Performance Indicator
 	6	Create and maintain a highly efficient, transparent, and responsive District government.	1	0	Add Key Performance Indicator
TOT			11	5	

2021 Key Performance Indicators





11 Measure records																
Measure	Highlight in PAR	New Measure/Benchmark Year	Directionality	FY 2020 Target	FY2020 Actual	FY2021 Target	FY2021 Actual Report	FY2022 Target	FY 2022 Quarter 1	FY 2022 Quarter 2	FY 2022 Quarter 3	FY 2022 Quarter 4	FY 2022 Report	Was 2022 KPI Met?	Are Explanations of Barriers to Meeting KPIs Complete FY22	
1 - Provide fair, effective, and timely enforcement programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.(3 Measure records)																
 	Percent of expedited advice for time-sensitive election related matters issued within fifteen (15) days of request	<input type="checkbox"/>	<input type="checkbox"/>	Up is Better	100%	100%	100%	Not Available	100%	100%	100%	100%	100%	100%	Met	
 	Percent of Interpretative Opinions issued within thirty (30) days	<input type="checkbox"/>	<input type="checkbox"/>	Up is Better	100%	100%	100%	Not Available	100%	No applicable incidents	No applicable incidents	No applicable incidents	No applicable incidents	No applicable incidents		Annual Total Needed
 	Percent of informal hearings conducted and closed before the	<input type="checkbox"/>	<input type="checkbox"/>	Up is Better	100%	100%	100%	Not Available	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	100%	Met	





	next filing deadline															
2 - Provide high quality educational outreach services (entrance conferences, training seminars, publications, and online tutorials) to increase full disclosure and voluntary compliance with the Campaign Finance Act.(1 Measure)																
 	Percent of new candidates and treasurers who receive mandatory training	▮	▮	Up is Better	100 %	100%	100%	Not Available	100%	100%	100%	100%	100%	100%	100%	Met
3 - Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.(2 Measure records)																
 	Percent of financial reports reviewed, evaluated, and analyzed before the next filing deadline	▮	▮	Up is Better	100 %	100%	100%	Not Available	100%	100%	100%	100%	100%	100%	100%	Met
 	Percent of periodic random audits conducted within sixty (60) days of initiation	▮	▮	Up is Better	100 %	100%	100%	Not Available	100%	100%	100%	100%	100%	100%	100%	Met



4 - Provide a high-quality web-internet based public disclosure system to receive the online submission of financial reports, and to ensure the availability of campaign finance data and information in a manner that is easy to navigate, search, sort, and retrieve at the OCF Website.(1 Measure)																
 	Percent of financial reports filed electronically	▮	▮	Up is Better	100 %	100%	100%	Not Available	100%	100%	100%	100%	100%	100%	Met	
5 - Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements(3 Measure records)																
 	Percent of matching payments directed for disbursement to participating candidates within five (5) business days after the receipt of financial reports	▮	▮	Up is Better	New in 2021	New in 2021	New in 2021	Not Available	100%	100%	100%	100%	100%	100%	Met	
 	Percent of candidates determined to meet requirements for certification by OCF within ten (10) business days of filing the affidavit declaring compliance with the Fair Elections Program.	▮	▮	Up is Better	100%	100%	100%	Not Available	100%	100%	100%	100%	100%	100%	Met	
	Percent of Base Amount and	▮	▮	Up is Better	New in 2021	New in 2021	New in 2021	Not Available	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	100%	Met	

	Matching Payments authorized for disbursement within five (5) business days of the certification of a candidate into the Fair Elections Program																
6 - Create and maintain a highly efficient, transparent, and responsive District government.(1 Measure)																	
	Percent of investigative matters closed within ninety (90) days of opening	<input type="checkbox"/>	<input type="checkbox"/>	Up is Better	100%	100%	100%	Not Available	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	No applicable incidents		Annual Total Needed	









2022 Operations









5 Activity records						
	Operations Header	Operations Title	Operations Description	Type of Operations	Add Strategic Initiative	Add Workload Measure
1 - Provide fair, effective, and timely enforcement programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.(1 Activity)						
 	OFFICE OF THE GENERAL COUNSEL	Enforcement Program	The Office of the General Counsel provides legal advice and enforcement through the conduct of investigations and informal hearings, and the recommendation of decisions on charges of violations of the Campaign Finance Act; the issuance of interpretative opinions and expedited legal advice; the drafting of regulations and the review of OCF Forms for changes; the conduct of training seminars to promote voluntary compliance; and the coordination of site visits to the election precincts and early vote centers operated by the Board of Elections, and to campaign offices.	Daily Service	Add Strategic Initiative	Add Workload Measure
2 - Provide high quality educational outreach services (entrance conferences, training seminars, publications, and online tutorials) to increase full disclosure and voluntary compliance with the Campaign Finance Act.(1 Activity)						
 	TRAINING AND DEVELOPMENT	Educational Outreach Services	The OCF Educational Outreach Program assists with the coordination of the mandatory training conferences for new registrants, the onsite training seminars, the development of online brochures, interactive tutorials, and online tutorials, and the employee training program. The OCF Training Program also manages and utilizes the OCF Facebook Page as a training tool to disseminate information to the public. The Training Program distributes and evaluates surveys to training participants to assess the	Daily Service	Add Strategic Initiative	Add Workload Measure





			content and performance of the trainer.			
3 - Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.(1 Activity)						
 	REPORT ANALYSIS & AUDIT DIV.	Audit Programs	The Reports Analysis and Audit Division conducts audit analysis and reviews of all financial reports and statements received in the Agency; issues requests for additional information to filers where deficiencies are noted during the desk review process; conducts full field audits of the campaign operations of newly elected public officials, investigative audits of financial operations based on the receipt of complaints or based upon desk reviews; conducts periodic random audits of the reports filed by the constituent service programs, committees active during an election cycle, and continuing committees; and recommends the issuance of final audit reports based on the findings of full field and random periodic audits. Participates in site visits to election precincts, early voting centers, and to the offices of principal campaign committees.	Daily Service	Add Strategic Initiative	Add Workload Measure
4 - Provide a high-quality web-internet based public disclosure system to receive the online submission of financial reports, and to ensure the availability of campaign finance data and information in a manner that is easy to navigate, search, sort, and retrieve at the OCF Website.(1 Activity)						
 	PUBLIC INFO. & RECORD MANAGEMENT	Public Information collection and dissemination online and onsite	The Public Information and Records Management Division publishes campaign finance data and information online at the OCF Website, and makes information available in the OCF Offices; compiles listings and reports of contribution and expenditure information published at the website and in the Biennial Report; manages the electronic filing and data entry of financial reports; oversees the registration of new candidates and committees, and coordinates the mandatory training of the	Daily Service	Add Strategic Initiative	Add Workload Measure

			new registrants; oversees the OCF e-mail subscription service; makes all public reports and statements available for the public online within 24 hours of receipt; and conducts the Filer Pre-Notification and Failure to File Programs.			
5 - Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements(1 Activity)						
 	FAIR ELECTIONS DIVISION	Fair Elections Program	The Fair Elections Program Division provides public financing to candidates who elect to participate in the program; determines whether candidates qualify for certification and public funds based on the verification of threshold requirement; authorizes the distribution of base amount payments and matching payments; and conducts post-election audits of all campaign operations for compliance with the Fair Elections Amendment Act.	Daily Service	Add Strategic Initiative	Add Workload Measure



2022 Workload Measures



10 Measure records													
Measure	Highlight in PAR	New Measure/Benchmark Year	FY2017 Actual	FY2018 Actual	FY2019 Actual	FY2020 Actual	FY2021 Actual Report	FY 2022 Quarter 1	FY 2022 Quarter 2	FY 2022 Quarter 3	FY 2022 Quarter 4	FY 2022 Report	
1 - Enforcement Program(3 Measure records)													
 	Total number of informal hearings conducted	<input type="checkbox"/>	<input type="checkbox"/>	83	83	165	41	Not Available	29	20	27	34	110
 	Total number of investigations completed within 90 days	<input type="checkbox"/>	<input type="checkbox"/>	Waiting on Data	No Applicable Incidents	3	3	Not Available	No applicable incidents	No applicable incidents	No applicable incidents	No applicable incidents	No applicable incidents
 	Total number of Interpretative Opinions and Expedited Advice issued	<input type="checkbox"/>	<input type="checkbox"/>	12	8	1	20	Not Available	4	6	8	15	33
2 - Educational Outreach Services(1 Measure)													
 	Total number of mandatory training	<input type="checkbox"/>	<input type="checkbox"/>	29	197	45	41	Not Available	41	58	38	21	158




	conferences conducted												
3 - Audit Programs(2 Measure records)													
 	Total number of financial reports reviewed, evaluated, and analyzed for the reporting period			1092	818	1274	196	Not Available	120	206	114	144	584
 	Total number of periodic random and full field audits completed by the Audit Division			17	13	19	15	Not Available	3	3	8	3	17
4 - Public Information collection and dissemination online and onsite(2 Measure records)													
 	Total number of financial reports filed			966	508	1047	800	Not Available	151	230	199	159	739
 	Total number of financial reports filed electronically			964	632	1015	173	Not Available	151	230	199	159	739





5 - Fair Elections Program(2 Measure records)													
 	Total number of candidates certified as participating candidates in the Fair Elections Program			New in 2020	New in 2020	New in 2020	36	Not Available	Annual Measure	Annual Measure	Annual Measure	Annual Measure	38
 	Total number of pre-election and post-election audits completed by the Fair Elections Division			New in 2020	New in 2020	New in 2020	0	Not Available	Annual Measure	Annual Measure	Annual Measure	Annual Measure	7



2022 Initiatives

7 Strategic Initiative records									
	Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Is this Initiative focused on Wards 7 and/or 8?	Does this initiative support the Resilient DC Strategy?	Is this initiative related to an American Rescue Plan Act (ARPA) enhancement?	Does this initiative enhance racial equity in the District?	Cluster	Add Initiative Update
Audit Programs(1 Strategic Initiative)									
 	Traditional Campaign Finance Audit Programs	The Office of Campaign Finance will review the financial reports of all registrants in the Traditional Campaign Finance Program following each filing deadline for compliance with the reporting requirements; conduct periodic random audits of the activity reports of the Constituent Services and Statehood Fund Programs following the close of the October 1st and April 1st Filing deadlines, and the continuing committees following the January 31st and July 31st Filing Deadlines; and refer violations of the Campaign Finance Act	09-30-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	no	Independent	Add Initiative Update

		to the General Counsel for enforcement. The desk review of financial reports and the conduct of random audits are ongoing audit activities.							
Educational Outreach Services(3 Strategic Initiative records)									
 	Educational Outreach Services	The Office of Campaign Finance will expand the outreach of the OCF Educational Program to reserve the Community Meeting Rooms of the various Branches of the DC Public Library located within each of the Eight (8) Wards of the District of Columbia to offer monthly Seminars for the public, including potential local candidates for office, treasurers, and campaign staff and volunteers. The Seminars will focus on the dissemination of information throughout the District designed to fully introduce the residents in each Ward to the Fair Elections and the Traditional Campaign Finance Programs, and how campaigns are funded, and to the role of the Agency to administer	09-30-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	no	Independent	Add Initiative Update





		the Campaign Finance Laws.							
 	Educational Outreach Services	The Office of Campaign Finance will establish a Candidate/Treasurer Consultation Program to offer one on one formal consultations to candidates and treasurers with the OCF Auditors in both the Fair Elections and the Traditional Campaign Finance Programs following the completion of the Mandatory Entrance Conference and the submission of the first Receipts and Expenditures Report, to discuss the reporting requirements and any compliance issues specific to the campaign.	09-30-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	no	Independent	Add Initiative Update
 	Educational Outreach Services	The Office of Campaign Finance will develop an Audit Training Program for the candidates and treasurers registered in the OCF Fair Elections, Traditional Campaign Finance, and the Constituent Services Programs, to introduce the full range of the Audit Process, including the conduct of	09-30-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	no	Independent	Add Initiative Update









		Desk Reviews, Full Field and Random periodic Audits, and Post-Election Audits. The Training will focus on how to respond to Requests for Additional Information, the Initial Request for Audit Documentation, Preliminary Audit Reports, and the common types of Audit Findings.							
Enforcement Program(1 Strategic Initiative)									
 	Enforcement Program	The Office of the General Counsel will organize Site Visits to the Early Voting Centers and to the Election Precincts operated by the Board of Elections in each of the eight (8) Wards during the June 2022 Primary Election to provide guidance where necessary concerning the application of the Campaign Finance Laws.	07-31-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	no	Independent	Add Initiative Update
Fair Elections Program(1 Strategic Initiative)									
 	Fair Elections Program	The Office of Campaign Finance will organize, publicize and conduct	09-30-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	no	Independent	Add Initiative Update







		Debates in any city-wide contests scheduled for election in the June 21, 2022 Primary Election and the November 8, 2022 General Election where the Elections involve more than one (1) participating candidate in the Fair Elections Program, or any candidate who has qualified for ballot access in the Traditional Campaign Finance Program, and has consented to participate in a debate. The Debates will provide voters with the opportunity to hear directly from the candidates on issues that are important to District Residents.							
Public Information collection and dissemination online and onsite(1 Strategic Initiative)									
 	Public Information Dissemination Online and Onsite	The Office of Campaign Finance will produce and disseminate on December 31, 2021, the OCF Biennial	01-31-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	no	Independent	Add Initiative Update







		<p>Report of Contributions and Expenditures in an electronic format. The Report will describe the receipts and expenditures of candidates for elective office in the Traditional Campaign Finance Program, except for ANC Candidates, for the prior two (2) year period, in dollar amount and percentage terms, by donor categories and the size of the donation, and expenditure type. The Report will also summarize the receipts and expenditures of political action committees and independent expenditure committees.</p>							
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2022 Initiative Updates







28 Initiative Update records							
	Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Supporting Data	Reporting Quarter
Educational Outreach Services(12 Initiative Update records)							
 	Educational Outreach Services	The Office of Campaign Finance confirmed the agreement with the D.C. Public Library to reserve the Community Meeting Rooms of the Library Branches located within each of the Eight (8) Wards to offer commencing March 2022 monthly seminars for the public to disseminate information to fully introduce the Fair Elections and Traditional Campaign Finance Programs, and the role of the Agency to administer the Campaign Finance Laws. The Agency developed and posted the OCF 2022 Schedule of Training Seminars on the OCF Website on January 11, 2022, which includes the dates for the Sessions at the D.C. Public Library.	0-24%	High	Demonstrable		Q1
 	Educational Outreach Services	The Fair Elections Program and the Traditional Campaign Finance Audit Program developed Standard Operating Procedures to formalize the requirement to establish a one-on-one virtual Candidate Consultation Program within their Programs for New Registrants/Candidates and Treasurers following their participation in the Mandatory Entrance Conference and the filing of the first Report of Receipts and Expenditures. The Consultations will begin in February 2022.	25-49%	High	Demonstrable		Q1









 	Educational Outreach Services	<p>The Fair Elections Program Division and the Traditional Campaign Finance Program Audit Division developed a Power Point Presentation for the Audit Training Seminars to commence in February 2022 to introduce the full range of the Audit Process in both Programs. The 2022 OCF Schedule of Virtual Training Seminars was posted at the OCF Website on January 11, 2022 and includes the dates the Audit Training Seminars will be offered.</p>	25-49%	High	Demonstrable		Q1
 	Educational Outreach Services	<p>The first Public Seminar was rescheduled from March 2022 to April 20, 2022, due to public health concerns. The Seminar will be held at the Tenley Branch of the D.C. Public Library in the Community Room to highlight the Fair Elections and the Traditional Campaign Finance Programs of the Office of Campaign Finance, and the role of the Agency to administer the Campaign Finance Laws. The Agency also participated in six (6) Virtual ANC Community Meetings during this Quarter, in ANC 2E, 1C, 1A, 3E, 3F, and 3G, to present information on the OCF Programs.</p>	25-49%	High	Demonstrable		Q2
 	Educational Outreach Services	<p>The One -on -One Candidate/Treasurer Consultation Program commenced February 1, 2022 in both the Fair Elections Program (FEP) and the Traditional Campaign Finance Program (RAAD) following the Mandatory Training Conference and the filing of the first Report of Receipts and Expenditures by new Candidates and Treasurers. During the Second Quarter, the FEP conducted fourteen (14) Conferences, and the RAAD conducted four (4) Conferences.</p>	50-74%	High	Demonstrable		Q2
 	Educational Outreach Services	<p>The Virtual Audit Training Program: Introducing Candidates and Treasurers to the Full Range of the OCF Audit Process in both</p>	50-74%	High	Demonstrable		Q2

		the Traditional Campaign Finance and the Fair Elections Program was first made available to the public in February 2022 and is offered on the 2022 OCF Schedule of Virtual Training Seminars on five (5) separate dates, through December 2022.					
 	Educational Outreach Services	The Virtual Audit Training Program introducing Candidates and Treasurers to the Full Range of the OCF Audit Process in both the Traditional Campaign Finance Program and the Fair Elections Program was first made available to the public in February 2022 and is offered on the 2022 OCF Schedule of Virtual Training Seminars on five (5) separate dates, through December 2022.	Complete	High	Demonstrable		Q3
 	Educational Outreach Services	The One - on - One Candidate/Treasurer Consultation Program commenced February 1, 2022, in both the Fair Elections Program (FEP) and the Traditional Campaign Finance Program (RAAD) following the Mandatory Training Conference and the filing of the first Report of Receipts and Expenditures by new Candidates and Treasurers. During the Q3, the FEP conducted 7 Conferences and the RAAD conducted 6 Conferences.	Complete	High	Demonstrable		Q3
 	Educational Outreach Services	During Q3, the Office of Campaign Finance was available monthly on scheduled dates at various Branches of the DC Public Library (4/20/22 - Tenley-Friendship; 5/18/22 - MLK; and 6/15/22 Woodridge) to present information to the public concerning the Traditional Campaign Finance and Fair Elections Programs. In addition, the Agency participated in six (6) Community Events and ANC meetings to disseminate information in the community about the Campaign Finance Programs.	50-74%	High	Demonstrable		Q3

 	Educational Outreach Services	<p>The Virtual Audit Training Program introducing Candidates and Treasurers to the Full Range of the OCF Audit Process in both the Traditional Campaign Finance Program and the Fair Elections Program was first made available to the public in February 2022 and is offered on the 2022 OCF Schedule of Virtual Training Seminars on five (5) separate dates through December 2022.</p>	Complete		Demonstrable		Q4
 	Educational Outreach Services	<p>During Q4, the Office of Campaign Finance was available monthly at various Branches of the DC Public Library (7/20/22 - Southwest Branch; 8/17/22 - Dorothy Heights Branch; and 9/14/22 - Anacostia Branch) to present information to the public concerning the Traditional Campaign Finance and the Fair Elections Programs. In addition, the Agency participated in 15 MPD - Beat the Streets - DC 2022 Community Events sponsored by the Metropolitan Police Department.</p>	Complete		Demonstrable		Q4
 	Educational Outreach Services	<p>The One -on - One Candidate/Treasurer Consultation Program commenced February 1, 2022, in both the Fair Elections Program (FEP) and the Traditional Campaign Finance Audit Program (RAAD) following the Mandatory Training Conference and the filing of the first Report of Receipts and Expenditures by new Candidates and Treasurers. During the Q4, the FEP conducted 1 Conference and the RAAD conducted 4 Conferences.</p>	Complete		Demonstrable		Q4
Enforcement Program(4 Initiative Update records)							
 	Enforcement Program	<p>This Initiative will not occur until the June 21, 2022 Primary Election. The Site Visits will be scheduled during the day of the Primary Election, and during the Early Voting Period, which is scheduled from June 10 2022</p>	0-24%	High	Demonstrable		Q1







		through June 19, 2022.					
 	Enforcement Program	The OCF has reserved Vehicles for the Site Visits to be scheduled to at least sixteen (16) of the Early Vote Centers (open June 10th to June 19th, 2022) and to at least thirty-two (32) of the Election Day Vote Centers (open Election Day June 21st, 2022) which will be operated by the Board of Elections.	25-49%	High	Demonstrable		Q2
 	Enforcement Program	The Office of Campaign Finance conducted Site Visits at 22 of the 39 Early Voting Centers open June 13, 2022 through June 17, 2022 within Wards 1 through 8, and at 31 of the 90 Voting Centers open June 21, 2022 Primary Election Day, and found overall that campaign disclaimers were properly placed on campaign literature, that activity at the polling places adhered to the electioneer marker restrictions, and that there were no complaints from the public involving campaign related activities.	Complete	High	Demonstrable		Q3
 	Enforcement Program	The Office of Campaign Finance conducted Site Visits at 22 of the 39 Early Voting Centers open June 13, 2022 through June 17, 2022 within Wards 1 through 8, and at 31 of the 90 Voting Centers open during the June 21, 2022 Primary Election , and found overall that campaign disclaimers were properly placed on campaign literature, that activity at the polling places adhered to the electioneer marker restrictions, and that there were no complaints from the public involving campaign related activities.	Complete		Demonstrable		Q4
Fair Elections Program(4 Initiative Update records)							
 	Fair Elections Program	To prepare for the Debates the Office of Campaign Finance may be required to	0-24%	High	Transformative		Q1



		conduct in the four (4) city-wide contests in the June 21, 2022 Primary Election and the November 8, 2022 General Election, the Agency developed a Statement of Work for submission into the District's PASS System to requisition the services of a Public Relations Firm to assist with the production of the debates, including the advertising, recruitment of community based groups to promote the debates on their social media platforms, selection of moderators, candidate registration, and to secure a website page for the debate.					
 	Fair Elections Program	The Office of Campaign Finance established a Technical Evaluation Panel for the purpose of defining a Communications Plan for the Virtual Debates to be scheduled during the 2022 Election Cycle in the contested City-Wide Elections for local Office.	25-49%	High	Demonstrable		Q2
 	Fair Elections Program	The Office of Campaign Finance advertised, including through community outreach, and radio, social media, and digital ads/banners, and hosted the Debates on May 16, 17, 18, and 19, 2022 for the contested city-wide Offices of the Mayor, Attorney General, and At-Large Member of the Council, which were scheduled for election during the June 21, 2022, Primary Election. The Debate for the Council Chairman was waived as there was only one (1) certified FEP Candidate, and the Traditional Program Candidate was unavailable. The Debates were held in a virtual format and live streamed at www.dcdebates.com .	50-74%	High	Demonstrable		Q3
 	Fair Elections Program	The Office of Campaign Finance advertised, including through community outreach, and radio, newspaper, social media, bus, and digital ads/banners and hosted the Debates	Complete		Demonstrable		Q4

		on September 19, 2022, and September 21, 2022, in the contested city-wide races for the Offices of Mayor and At-Large Member of the Council, which are scheduled for election in the November 8, 2022 General Election. The Debates were held in a virtual format and live streamed at the OCF 2022 Debates Website, www.dcdebates.com .					
Public Information Dissemination Online and Onsite(4 Initiative Update records)							
 	Public Information Dissemination Online and Onsite	On January 4, 2022, the Office of Campaign Finance published the OCF December 31, 2021 Biennial Report of Contributions and Expenditures at the OCF Website, www.ocf.dc.gov . The Report covers the contributions and expenditures of Candidates and Political Committees in the Traditional Campaign Finance Program for the prior two (2) year period from January 2019 through December 2021.	Complete	High	Demonstrable		Q1
 	Public Information Dissemination Online and Onsite	The Office of Campaign Finance published the OCF December 31, 2021 Biennial Report of Receipts and Expenditures on January 4, 2022 at the OCF Website, www.ocf.dc.gov .	Complete	High	Demonstrable		Q2
 	Public Information Dissemination Online and Onsite	The Office of Campaign Finance published the OCF December 31, 2021, Biennial Report of Receipts and Expenditures on January 4, 2022, at the OCF Website, www.ocf.dc.gov .	Complete	High	Demonstrable		Q3
 	Public Information Dissemination Online and Onsite	The Office of Campaign Finance published the OCF December 31, 2021, Biennial Report of Receipts and Expenditures on January 4, 2022 at the OCF Website www.ocf.dc.gov	Complete		Demonstrable		Q4

Onsite

Traditional Campaign Finance Audit Programs(4 Initiative Update records)

 	Traditional Campaign Finance Audit Programs	The Reports Analysis and Audit Division, the Traditional Campaign Finance Audit Program, has conducted Desk Reviews of 120 Reports of Receipts and Expenditures filed with the Office of Campaign Finance since October 1, 2021, including the Activity Reports of the Constituent Service and Statehood Fund Programs, and the Financial Reports of Principal Campaign Committees active in the 2022 Election Cycle, and of Continuing Committees, including Political Action Committees and Independent Expenditure Committees; issued 16 Requests for Additional Information based on the Reviews; and issued three (3) Periodic Random Audit Reports.	0-24%	High	Incremental		Q1
 	Traditional Campaign Finance Audit Programs	The Reports and Analysis Audit Division, the Traditional Audit Program, conducted 206 Desk Reviews of the Reports and Receipts and Expenditures filed with the Agency from January 1, 2022 through March 31, 2022 by all Committees and the Constituent Services and Statehood Fund Programs registered with the Agency; issued 32 Requests for Additional Information based on the Desk Reviews; and issued two (2) Final Audit Reports of Newly Elected Public Officials from the 2020 Election Cycle, and one (1) Periodic Audit Report.	25-49%	High	Demonstrable		Q2
 	Traditional Campaign Finance Audit Programs	During the Q3, the Reports Analysis and Audit Division for the Traditional Campaign Finance Program conducted 114 Desk Reviews of the Reports of Receipts and Expenditures filed with the Agency from April 1 2022 through June 30 2022 by all	50-74%	High	Demonstrable		Q3

		Committees, including those of Candidates active in the 2022 Election Cycle, and the Constituent Services and Statehood Fund Programs; and issued 8 Periodic Final Audit Reports, one of which was a Non-Compliance Audit Report.					
 	Traditional Campaign Finance Audit Programs	During Q4, the Reports Analysis and Audit Division for the Traditional Campaign Finance Program conducted 144 Desk Reviews of the Reports of the Receipts and Expenditures filed with the Agency from July 1, 2022 through September 30, 2022 by all Committees, including those of Candidates active in the 2022 Election Cycle, and the Constituent Services and Statehood Fund Programs; issued 39 Requests for Additional Information based on the Desk Reviews; and issued 3 Final Periodic Audit Reports, which were Compliance Audits.	Complete		Demonstrable		Q4

Record ID#: 871

Performance Plan ID: 871

ATTACHMENT K

FY23 Performance Plan for the Office of Campaign Finance
(Response to Question No. 25, General Questions)

Office of Campaign Finance FY2023

Agency: Office of Campaign Finance

Agency Acronym: OCF













Agency Code: CJO

Fiscal Year: 2023







Agency Performance POCs: Cecily (OCF) Collier-Montgomery; Nadine (OCF) Journiette







Agency Budget POCs: Cecily (OCF) Collier-Montgomery; Nadine (OCF) Journiette

2023 Objectives



6 Objective records					
	Objective Number	Strategic Objective	# of Measures	# of Operations	Add Key Performance Indicator
 	1	Provide fair, effective, and timely enforcement programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.	3	1	Add Key Performance Indicator
 	2	Provide high quality educational outreach services (entrance conferences, training seminars, publications, and online tutorials) to increase full disclosure and voluntary compliance with the Campaign Finance Act.	1	1	Add Key Performance Indicator
 	3	Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.	2	1	Add Key Performance Indicator
 	4	Provide a high-quality web-internet based public disclosure system to receive the online submission of financial reports, and to ensure the availability of campaign finance data and information in a manner that is easy to navigate, search, sort, and retrieve at the OCF Website.	1	1	Add Key Performance Indicator
 	5	Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements	3	1	Add Key Performance Indicator
 	6	Create and maintain a highly efficient, transparent, and responsive District government.	1	0	Add Key Performance Indicator
TOT			11	5	

2023 Key Performance Indicators

11 Measure records													
	Measure	New Measure/ Benchmark Year	Directionality	Frequency of Reporting	FY2019 Actual	FY 2020 Target	FY2020 Actual	FY2021 Target	FY2021 Actual Report	FY2022 Target	FY2022 Actual Report	FY 2023 Target Report	FY 2023 Quarter 1
1 - Provide fair, effective, and timely enforcement programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.(3 Measure records)													
 	Percent of expedited advice for time-sensitive election related matters issued within fifteen (15) days of request	<input type="checkbox"/>	Up is Better	Quarterly	100%	100%	100%	100%	Not Available	100%	100%	100%	100%
 	Percent of Interpretative Opinions issued within thirty (30) days	<input type="checkbox"/>	Up is Better	Quarterly	100%	100%	100%	100%	Not Available	100%	Not Available	100%	100%
 	Percent of informal hearings conducted and closed	<input type="checkbox"/>	Up is Better	Annually	1225%	100%	100%	100%	Not Available	100%	100%	100%	Annual Measure



	before the next filing deadline												
2 - Provide high quality educational outreach services (entrance conferences, training seminars, publications, and online tutorials) to increase full disclosure and voluntary compliance with the Campaign Finance Act.(1 Measure)													
 	Percent of new candidates and treasurers who receive mandatory training	<input type="checkbox"/>	Up is Better	Quarterly	100%	100%	100%	100%	Not Available	100%	100%	100%	100%
3 - Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.(2 Measure records)													
 	Percent of financial reports reviewed, evaluated, and analyzed before the next filing deadline	<input type="checkbox"/>	Up is Better	Quarterly	100%	100%	100%	100%	Not Available	100%	100%	100%	100%
 	Percent of periodic random audits conducted within sixty (60) days of initiation	<input type="checkbox"/>	Up is Better	Quarterly	100%	100%	100%	100%	Not Available	100%	100%	100%	100%





4 - Provide a high-quality web-internet based public disclosure system to receive the online submission of financial reports, and to ensure the availability of campaign finance data and information in a manner that is easy to navigate, search, sort, and retrieve at the OCF Website.(1 Measure)

 	Percent of financial reports filed electronically	<input type="checkbox"/>	Up is Better	Quarterly	100%	100%	100%	100%	Not Available	100%	100%	100%	100%
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5 - Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements(3 Measure records)





 	Percent of matching payments directed for disbursement to participating candidates within five (5) business days after the receipt of financial reports	<input type="checkbox"/>	Up is Better	Quarterly	New in 2021	New in 2021	New in 2021	New in 2021	Not Available	100%	100%	100%	100%
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 	Percent of candidates determined to meet requirements for certification by OCF within ten (10) business days of	<input type="checkbox"/>	Up is Better	Quarterly	100%	100%	100%	100%	Not Available	100%	100%	100%	No applicable incidents
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	filing the affidavit declaring compliance with the Fair Elections Program.												
 	Percent of Base Amount and Matching Payments authorized for disbursement within five (5) business days of the certification of a candidate into the Fair Elections Program	<input type="checkbox"/>	Up is Better	Annually	New in 2021	New in 2021	New in 2021	New in 2021	Not Available	100%	100%	100%	Annual Measure
6 - Create and maintain a highly efficient, transparent, and responsive District government.(1 Measure)													
 	Percent of investigative matters closed within ninety (90) days of opening	<input type="checkbox"/>	Up is Better	Annually	100%	100%	100%	100%	Not Available	100%	Not Available	100%	Annual Measure

















2023 Operations


5 Activity records						
	Operations Header	Operations Title	Operations Description	Type of Operations	Add Workload Measure	Add Strategic Initiative
1 - Provide fair, effective, and timely enforcement programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.(1 Activity)						
 	OFFICE OF THE GENERAL COUNSEL	Enforcement Program	The Office of the General Counsel provides legal advice and enforcement through the conduct of investigations and informal hearings, and the recommendation of decisions on charges of violations of the Campaign Finance Act; the issuance of interpretative opinions and expedited legal advice; the drafting of regulations and the review of OCF Forms for changes; the conduct of training seminars to promote voluntary compliance; and the coordination of site visits to the election precincts and early vote centers operated by the Board of Elections, and to campaign offices.	Daily Service	Add Workload Measure	Add Strategic Initiative
2 - Provide high quality educational outreach services (entrance conferences, training seminars, publications, and online tutorials) to increase full disclosure and voluntary compliance with the Campaign Finance Act.(1 Activity)						
 	TRAINING AND DEVELOPMENT	Educational Outreach Services	The OCF Educational Outreach Program assists with the coordination of the mandatory training conferences for new registrants, the onsite training seminars, the development of online brochures, interactive tutorials, and online tutorials, and the employee training program. The OCF Training Program also manages and utilizes the OCF Facebook Page as a training tool to disseminate information to the public. The Training Program distributes and evaluates surveys to training participants to assess the	Daily Service	Add Workload Measure	Add Strategic Initiative

			content and performance of the trainer.			
3 - Provide fair, effective, and efficient audit programs and activities to increase and support the full, accurate, and complete disclosure of documents and actions relevant to the Campaign Finance Act.(1 Activity)						
 	REPORT ANALYSIS & AUDIT DIV.	Audit Programs	The Reports Analysis and Audit Division conducts audit analysis and reviews of all financial reports and statements received in the Agency; issues requests for additional information to filers where deficiencies are noted during the desk review process; conducts full field audits of the campaign operations of newly elected public officials, investigative audits of financial operations based on the receipt of complaints or based upon desk reviews; conducts periodic random audits of the reports filed by the constituent service programs, committees active during an election cycle, and continuing committees; and recommends the issuance of final audit reports based on the findings of full field and random periodic audits. Participates in site visits to election precincts, early voting centers, and to the offices of principal campaign committees.	Daily Service	Add Workload Measure	Add Strategic Initiative
4 - Provide a high-quality web-internet based public disclosure system to receive the online submission of financial reports, and to ensure the availability of campaign finance data and information in a manner that is easy to navigate, search, sort, and retrieve at the OCF Website.(1 Activity)						
 	PUBLIC INFO. & RECORD MANAGEMENT	Public Information collection and dissemination online and onsite	The Public Information and Records Management Division publishes campaign finance data and information online at the OCF Website, and makes information available in the OCF Offices; compiles listings and reports of contribution and expenditure information published at the website and in the Biennial Report; manages the electronic filing and data entry of financial reports; oversees the registration of new candidates and committees, and coordinates the mandatory training of the	Daily Service	Add Workload Measure	Add Strategic Initiative



			new registrants; oversees the OCF e-mail subscription service; makes all public reports and statements available for the public online within 24 hours of receipt; and conducts the Filer Pre-Notification and Failure to File Programs.			
5 - Provide a fair, effective, and efficient public financing program for candidates who qualify to participate in the program and agree to abide by its requirements(1 Activity)						
 	FAIR ELECTIONS DIVISION	Fair Elections Program	The Fair Elections Program Division provides public financing to candidates who elect to participate in the program; determines whether candidates qualify for certification and public funds based on the verification of threshold requirement; authorizes the distribution of base amount payments and matching payments; and conducts post-election audits of all campaign operations for compliance with the Fair Elections Amendment Act.	Daily Service	Add Workload Measure	Add Strategic Initiative







2023 Workload Measures



10 Measure records							
	Measure	New Measure/ Benchmark Year	Frequency of Reporting	FY2020 Actual	FY2021 Actual Report	FY2022 Actual Report	FY 2023 Quarter 1
1 - Enforcement Program(3 Measure records)							
 	Total number of informal hearings conducted	▮	Quarterly	41	Not Available	110	17
 	Total number of investigations completed within 90 days	▮	Quarterly	3	Not Available	Not Available	3
 	Total number of Interpretative Opinions and Expedited Advice issued	▮	Quarterly	20	Not Available	33	8
2 - Educational Outreach Services(1 Measure)							
 	Total number of mandatory training conferences conducted	▮	Quarterly	41	Not Available	158	6
3 - Audit Programs(2 Measure records)							
 	Total number of financial reports reviewed, evaluated, and analyzed for the reporting period	▮	Quarterly	196	Not Available	584	274
 	Total number of periodic random and full field audits completed by the Audit Division	▮	Quarterly	15	Not Available	17	4
4 - Public Information collection and dissemination online and onsite(2 Measure records)							
 	Total number of financial reports filed	▮	Quarterly	800	Not Available	739	278
 	Total number of financial reports filed electronically	▮	Quarterly	173	Not Available	739	278
5 - Fair Elections Program(2 Measure records)							



 	Total number of candidates certified as participating candidates in the Fair Elections Program	<input type="checkbox"/>	Annually	36	Not Available	38	Annual Measure
 	Total number of pre-election and post-election audits completed by the Fair Elections Division	<input type="checkbox"/>	Annually	0	Not Available	7	Annual Measure

2023 Strategic Initiatives







6 Strategic Initiative records								
	Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date	Is this Initiative focused on Wards 7 and/or 8?	Does this initiative support the Resilient DC Strategy?	Is this initiative related to an American Rescue Plan Act (ARPA) enhancement?	Is this initiative focused on enhancing racial equity?	Add Initiative Update
Audit Programs(1 Strategic Initiative)								
 	Full Field Audits	The Office of Campaign Finance will select for full field audit the campaign operations of the principal campaign committees of Candidates registered in the Traditional Campaign Finance Program and newly elected to Office in the November 8, 2022, General Election conducted by the Board of Elections. The audit will require the selected reporting entity to submit all bank records, invoices, loan documents, and receipts maintained in support of the financial transactions reported	09-30-2023	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	







		during the coverage period of the audit. The Audit Division will verify report entries against the submitted records to ensure the accuracy of the transactions.							
Educational Outreach Services(1 Strategic Initiative)									
 	Candidate and Community Outreach	The Office of Campaign Finance will develop and publish at the OCF Website Brochures, Fact Sheets, and Educational Materials for the 2024 Election Cycle; and formulate the funding requirements for the 2024 Election Cycle using the expenditure totals of the successful candidates in the 2020 and the 2022 Election Cycles.	09-30-2023	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Enforcement Program(1 Strategic Initiative)									
 	Site Visits to Early Voting Centers and Election Precincts	The Office of the General Counsel will organize Site Visits by Members of the OCF Legal and Audit Divisions to the Early Voting Centers and to the Election Day Vote Centers operated by the Board of Elections in each of the Eight (8) Wards during the November 8, 2022, General Election to provide counsel and guidance where necessary concerning the application of the Campaign Finance Laws.	11-08-2022	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Fair Elections Program(2 Strategic Initiative records)									
 	Fair Elections Program Audits	The Office of Campaign Finance will initiate full field audits of the campaign operations of the principal campaign committees of	09-30-2023	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

		all Candidates certified to participate in the Fair Elections Program following the certification of the Results of the November 8, 2022, General Election by the Board of Elections. The audits will require the submission of all financial documents maintained in support of the transactions reported during the coverage period of the audit. This will enable the verification of the receipt, expenditure, and remission of public funds in accordance with the provisions of the Fair Elections Act, through the substantiation of report entries against the submitted documentation, to ensure the accuracy of the transactions.						
 	Publication of the 2022 Election Cycle Report	The Office of Campaign Finance will produce and publish at the OCF Website and submit to the Mayor and the Council during July 2023, the Report due nine (9) months after the end of the November 8, 2022, General Election Cycle. The Report will list the names of all Candidates certified to participate in the Fair Elections Program during the 2022 Election Cycle, and describe for each, the qualified small dollar contributions received, personal funds contributed, amount of remitted funds, expenditures made, and public funds	07-31-2023	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Public Information collection and dissemination online and onsite(1 Strategic Initiative)								

 	Development of E-Filing System	<p>The Office of Campaign Finance will develop the OCF E-Filing and Disclosure System to provide an application to fully implement the provisions of the Campaign Finance Reform Act, as amended, to enable the OCF to identify prohibited contributions through a cross reference of the lists of covered contractors and their principals when made publicly available by District contracting authorities, of contracts above a certain amount, and to notify the contractors and prohibited recipients' about potential violations.</p>	09-30-2023	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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2023 Initiative Updates

6 Initiative Update records							
	Strategic Initiative Title	Initiative Status Update	% Complete to date	Confidence in completion by end of fiscal year (9/30)?	Status of Impact	Supporting Data	Reporting Quarter
Candidate and Community Outreach(1 Initiative Update)							
 	Candidate and Community Outreach	The Office of Campaign Finance calculated and included the projected funding requirements for the Fair Elections Program during the 2024 Election Cycle in the November 2022 submission of the Budget Review Of the proposed Fiscal Year 2024 Budget for the Agency and has commenced the review of the Fact Sheets for both the Traditional Campaign Finance and Fair Elections Programs for the 2024 Election Cycle.	0-24%	High	Demonstrable		Q1
Development of E-Filing System(1 Initiative Update)							
 	Development of E-Filing System	The Office of Campaign Finance (OCF) is in continuous contact with the Office of Contracting and Procurement (OCP) concerning the development of the Procurement Database to capture the information necessary for the OCF to proceed with the upgrade of the OCF E-Filing Systems to interact with the OCP System.	0-24%	High	Demonstrable		Q1
Fair Elections Program Audits(1 Initiative Update)							
 	Fair Elections	The Office of Campaign Finance will issue in	0-24%	High	Demonstrable		Q1

	Program Audits	February 2023, the initiation of Audit Letters to the Principal Campaign Committees of those Candidates who were certified to participate in the Fair Elections Program and received public funds during the 2022 Election Cycle which ended on November 8, 2022, the date of the General Election. The Board of Elections certified the results of the 2022 General Election on November 30, 2022.					
Full Field Audits(1 Initiative Update)							
 	Full Field Audits	The Office of Campaign Finance will issue in February 2023 the initiation of Audit Letters to the Principal Campaign Committees of those Candidates newly elected to Office who participated in the Traditional Campaign Finance Program following the certification of the results of the November 8, 2022, General Election by the Board of Elections on November 30, 2022.	0-24%	High	Demonstrable		Q1
Publication of the 2022 Election Cycle Report(1 Initiative Update)							
 	Publication of the 2022 Election Cycle Report	The Office of Campaign Finance is in the process of identifying the data which will be included in the Post-Election Report on the Fair Elections Program during the 2022 Election Cycle.	0-24%	High	Demonstrable		Q1
Site Visits to Early Voting Centers and Election Precincts(1 Initiative Update)							
 	Site Visits to Early Voting Centers and Election Precincts	Site Visits were conducted by the Office of Campaign Finance to 14 of the Early Vote Centers operated by the Board of Elections from October 31, 2022, through November 4, 2022, and to 51 of the Vote Centers on November 8, 2022, General Election Day. The OCF Teams observed in general during this period that campaign disclaimers were	Complete	High	Demonstrable		Q1

		appropriately placed on literature and posters, that activity at the polls adhered to the electioneer marker restrictions, and that there were no complaints from the public concerning campaign related activities.					
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Record ID#: 956

Performance Plan ID: 956

ATTACHMENT L

Records Retention Schedule for the Office of Campaign Finance
(Response to Question No. 57, Agency Specific Questions)

RECORDS RETENTION SCHEDULE

Organization

Office of Campaign Finance

Policy and Procedures

Two hardcopies or a single electronic copy accompany this submission.

List of Directors

Cecily E. Collier-Montgomery	Aug-96	Current
Melvin L. Doxia	Feb-95	Jul-96
Victor Sterling	Apr-94	Jan-95
Robert A. Lane	Apr-93	Mar-94
Deborah Price	Jan-93	Mar-93
Edith Barksdale Sloan	Oct-92	Dec-92
Marianne Niles	May-83	Sep-92
Keith Vance	Sep-79	Apr-83

Citations Impacting Retention

Federal

2 CFR § 200.333 (Grants)

DC Legislation

DC Code § 2-1701

DC Code § 2-1706

DCMR § 1-1504.1(d)

Court Orders

None

Audits Impacting Retention

None

Record Schedule

The Office of Campaign Finance (OCF) regulates the reporting and disclosure of the financial operations and activities of candidates for local office, political committees, political action committees, independent expenditure committees, and the constituent service and statehood fund programs. Established within the District of Columbia Board of Elections, the OCF administers and enforces the campaign finance laws of the District of Columbia. The office of Campaign Finance and the associated board were established under DC Code § 1–1163.02.

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Formal Communications (Executive Staff) Formal communications that impact the mission or execution of the mission and programs of the agency. Series includes, but is not limited to, correspondence with the Mayor, Deputy Mayors, City Administrator, City Council, intra-agency, and inter-agency directives. Records are organized chronologically.</p> <p>Restrictions: None</p> <p>Media: Paper/Electronic (Secure agency network)</p> <p>Permanent: Records close when the designated action is superseded or becomes obsolete; and cut off at the end of the corresponding Mayor's administration. Records are transferred within 30 days of cut off to the Record Center for retention for 4 years and then transferred to the DC Archives.</p>	Permanent	None	4 Years
	<p>Public Relations Files (Communications) Text, audio or video recordings of formal speeches, announcements, and remarks to the press. Remarks made at formal ceremonies or during interviews by the agency executive staff and other high-ranking officials concerning agency programs.</p> <p>Restrictions: None</p> <p>Media: Paper /Electronic (Secure agency network)</p>			
a	<p>Formal Interviews:</p> <p>Permanent: Records close upon conclusion of the interview and cut off at the end of the corresponding Mayor's administration. Records are transferred to the DC Archives within 30 days of cut off.</p>	Permanent	None	None

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
b	<p>News Releases: May be textual records such as a formal press releases or nontextual records, such as film and video or sound recordings.</p> <p>Restrictions: None.</p> <p>Media: Paper/ Electronic (Secure agency network)</p> <p>Permanent: Records close upon distribution of release and cut off at the end of the corresponding Mayor's administration. Records are transferred to the DC Archives within 30 days of cut off.</p>	Permanent	None	None

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Agency Policy and Procedures (Executive Staff) defining operational guidelines. Each Division within the Department arranges its policies in its own way.</p> <p>Restrictions: None</p> <p>Media: Paper and Electronic (Secure agency network)</p> <p>Permanent: Records close when the policy or procedure is superseded or becomes obsolete and cut off at the end of the fiscal year. Retain records on site four years after cut off, then transfer to the D.C. Archives.</p>	Permanent	4 Years	None

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Schedule of official activities of agency executive staff</p> <p>Restrictions: None</p> <p>Media: Paper / Electronic (Secure agency network)</p> <p>Permanent: Records close at the end of the fiscal year and cut off at the end of the corresponding Mayor's administration. Records are transferred within 30 days of cut off to the Record Center for retention and will be transferred to the DC Archives after 4 years.</p>	Permanent	None	4 Years
	<p>Strategic Plans (Performance Management) Plans and supporting documentation utilized to set the strategic direction for the agency including, but not limited to studies, benchmarking of other jurisdictions, and statistical data supporting current and planned future state. These records are organized by subject and date.</p> <p>Restrictions: Restricted</p> <p>Media: Electronic (Secure agency network)</p> <p>Permanent: Records close when the plan is superseded or becomes obsolete; and cut off at the end of the corresponding Mayor's administration. Records are transferred within 30 days of cut off to the Record Center for retention and will be transferred to the DC Archives after 4 years.</p>	Permanent	None	4 Years

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Performance Reports (Performance Management) The Office of the Chief Operating Officer maintains statistical data regarding the population served, and types of services rendered. Statistics are both quantitative and qualitative in nature. This series does not include employee performance metrics. Records are arranged by topic and year.</p> <p>Restrictions: None Media: Paper / Electronic (Secure agency network/dc.gov)</p>			
a	<p>Published</p> <p>Permanent. Records close upon publication of the report and cut off at the end of the corresponding Mayor's administration. Records are transferred within 30 days of cut off to the Record Center for retention and will be transferred to the DC Archives after 4 years.</p>	Permanent	None	4 Years
b	<p>Unpublished</p> <p>Appraisal: Records close upon completion of the final version of the report and cut off at the end of the corresponding Mayor's administration. Records are transferred within 30 days of cut off to the DC Archivist for Appraisal.</p>	Appraisal required by DC Archivist		
	<p>Project Subject Files (Executive Staff) This record documents program-related projects and initiatives. Record consists of all documents and data relating to a specific project from inception to completion. Included are correspondence, memoranda, questionnaires, studies and reports, and related records. Excludes records that impact the mission or vision of the Director's Office which are to be retained permanently. Records are organized by subject.</p> <p>Restrictions: None Media: Paper / Electronic (Secure agency network) Appraisal: Records close upon completion or conclusion of the project and cut off at the end of the corresponding Mayor's administration. Records are transferred within 30 days of cut off to the DC Archivist for Appraisal.</p>	Appraisal required by DC Archivist		

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Organization Files (Executive Staff) Organizational Charts and reorganization studies that define descriptions of the arrangement and administrative structure of the functional units within the agency. Organized by date.</p> <p>Media: Paper / Electronic (Secure agency network)</p> <p>Permanent: Records close when the version is superseded or becomes obsolete; and cut off at the end of the corresponding Mayor's administration. Records are transferred within 30 days of cut off to the Record Center for retention and will be transferred to the DC Archives after 4 years.</p>	Permanent	None	4 Years
	<p>Publications (Communication) Publications on various topics of interest or concern that provide insight and awareness. Organized by topic and year.</p> <p>Restrictions: None</p> <p>Media: Paper / Electronic (Secure agency network, dc.gov)</p>			
a	<p>Printed Materials</p> <p>Permanent: Records close when published and cut off at the end of the corresponding Mayor's administration. Records are transferred to the DC Archives within 30 days of cut off.</p>	Permanent	None	None
b	<p>Agency Websites</p> <p>Media: Electronic (dc.gov)</p> <p>Permanent: Records close when published and cut off last day of the quarter (March, June, September, and December). Records are transferred to the DC Archives within 30 days of cut off.</p>	Permanent	1 Quarter	None
c	<p>Social Media Posts</p> <p>Media: Electronic (Stored on Twitter, LinkedIn, and Facebook)</p> <p>Permanent: Records close when published and cut off last day of the quarter (March, June, September, and December). Records are transferred to the DC Archives within 30 days of cut off.</p>	Permanent	1 Quarter	None

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Memorandums of Understanding: (Office of the Director) This records documents agreements between the Office of Campaign Finance and other agencies to supply services. Memorandums of Understanding may cover paid and unpaid services and the record includes but is not limited to scope of work and documentation of responsibilities. This record is organized by agency. Examples of such memorandums are the production of license plates.</p> <p>Restrictions: None Media: Electronic (Sales Force)</p>			
a	<p>Under \$100,000 Temporary: Records close when final payment is made or received and cut off at the end of the fiscal year. Retain the record for 3 years after cut off, and then destroy.</p>	Temporary 3 Years	3 Years	None
b	<p>\$100,000 + Temporary: Records close when final payment is made or received and cut off at the end of the fiscal year. The record is retained for 6 years after cut off and then destroy.</p>	Temporary 6 Years	6 Years	None
	<p>Campaign Finance Complaints: This record documents complaints sent to the Office of Campaign Finance, and the review by the Director. Records may include.... Records are organized by Restrictions: Confidential Media: ?</p>			
a	<p>No cause indicated Temporary: Records close upon determination of the Director and cut off at the end of the fiscal year. Retain records for 8 years after cut off and then destroy.</p>	Temporary 8 Years	8 Years	None
b	<p>Referred for Investigation No Hearing Temporary: The record closes upon final determination and cuts off at the end of the fiscal year. Retain records for 8 years after cut off and then destroy.</p>	Temporary 8 Years	8 Years	None

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
C	<p>Referred for Investigation and resulting in a Hearing</p> <p>Record closes and cuts off upon determination a hearing is required. Transfer the original file to the Hearing case file immediately and retain a copy until a final determination is published from the hearing.</p>	Transfer to Hearing File	Retain a copy until final determination is published	None

Administration

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Contract - This record documents request for quotes, and proposals from vendors. These records may include but are not limited to draft contracts, contract negotiation notes, and description of the goods or services to procured, delivery timeframes, quotes, payment receipts and general terms and conditions. Records are organized by Requisition Number/Purchase Order Number.</p> <p>Restrictions: None Media: Paper/Electronic (PASS System)</p>			
	<p>Under \$100,000 Temporary: Records close when final payment is made or received and cut off at the end of the fiscal year. Retain the record for 3 years after cut off, and then destroy.</p>	<p>Temporary 3 Years</p>	<p>3 Year</p>	<p>None</p>
	<p>Over \$100,000 Temporary: Records close when final payment is made or received and cut off at the end of the fiscal year. Retain the record for 6 years after cut off, and then destroy.</p>	<p>Temporary 6 Years</p>	<p>6 Years</p>	<p>None</p>
	<p>P-Card – This record documents the tracking of goods and services purchased. The record includes but is not limited to invoices, payment receipts, and monthly purchase statements. This record is organized by fiscal year and filed by date of transaction.</p> <p>Restrictions: None Media: Paper Temporary: Records close when final payment is made or received and cut off at the end of the fiscal year. Retain the record for 3 years after cut off, and then destroy.</p>	<p>Temporary 3 Years</p>	<p>3 Years</p>	<p>None</p>

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Informal Hearings: This record documents the hearing process to review alleged violations of reporting and disclosure requirements, as prescribed by the Campaign Finance Act and Chapters 30-41 of Title 3, "Elections and Ethics" of the District of Columbia Municipal Regulations. Records may include but are not limited to the complaint, evidentiary documents, witness statements, testimony, and final decision. These records maybe searched online by 4 order categories, 13 File types, Year of Decision or 34 Subjects.</p> <p>Restrictions: None Media: Posted on agency site.</p>			
a	<p>Case is Dismissed Permanent: Records close upon published decision and cut off at the end of the fiscal year. Retain records for 8 years after cut off and then transfer to the Archives.</p>	Permanent	8 Years	None
b	<p>Decision Results in a Fine Permanent: Records close upon published decision and cut off at the end of the fiscal year. Retain records for 16 years after cut off and then transfer to the Archives.</p>	Permanent	16 Years	None
c	<p>Administrative Dismissal and Vacated Orders (party or parties cannot be located) Permanent: Records close after the office issues an administrative dismissal and cuts off at the end of the fiscal year. Retain records for 8 years and then transfer to the Archives.</p>	Permanent	8 Years	None
	<p>Fines – This record documents the collection of paid and outstanding fines. This record includes but is not limited to orders from the Office of the General Counsel and checks forwarded to the Office of Risk Management (ORRM), receipts and individuals. This record is organized by Docket# assigned by OGC and committee or candidate Restrictions: None Media: Paper Temporary: Records close when the fine is satisfied and cut off at the end of the fiscal year. Retain the records for 5 years after cut-off, and then destroy.</p>	Temporary 5 Years	5 Years	None

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Petty Cash: This record documents the booking that track agency's petty cash expenditures. This record includes but is not limited to small purchases receipts, cash box balance sheet and monthly audit count sheets from the Office of Risk Management (OFRM). This record is organized as a monthly file.</p> <p>Restrictions: PII</p> <p>Media: Paper</p> <p>Temporary: Records close and cut off at the end of the fiscal year. Retain the record for 3 years after cut off, and then destroy.</p>	Temporary 3 Years	3 Years	None

Public Affairs Manager/Public Information & Records

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Political Committee Files – This record documents name and address of candidates and officers for committees. It includes but is not limited to individuals /businesses that have made contributions to the candidates or committees. The contributor/expenditure information also includes address and employment information. Record is organized by Committee type and /or election year. Each committee has an individual dashboard that contains the history of the committee. This history would include audit reports issued by the Reports Analysis & Audit Division or Fair Elections Program Division and Orders issued by the Office of the General Counsel in response to complaints filed against the committee or enforcement of the Campaign Finance Act.</p> <p>Restrictions: None (This information is available to the public except for complaints filed against a committee. With the exception of acknowledgement of a complaint being filed, all information pertaining to complaint is confidential until the matter is closed, and an Order is issued by the Office)</p> <p>Media: Paper/Electronic E-filing System</p>			
a	<p>Data and interim reporting and analysis</p> <p>Temporary: Record closes at the end of the reporting period and cuts off at the end of the fiscal year. Retain for 8 years after cut off and then destroy.</p>	Temporary 8 Years	8 Years	None
b	<p>Biennial Report</p> <p>Permanent: Record closes upon publication of the report, and cut off at the end of the fiscal year. Retain the record for 8 years after cut off and then transfer to the DC Archives</p>	Permanent	8 Years	None

Administrative Records The records covered in this section relate to routine internal administrative and housekeeping activities are generally facilitative or informational. *They are not basic program records and are not part of official program files.* They are often extra copies of documents whose record copies must be scheduled by submitting a request for records disposition authority.

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	<p>Asset Inventory (Facilities Manager) Inventory of physical assets (non-transitory) held by the agency, including furniture, technology equipment, or other physical assets. Inventories are organized by Control ID and Asset Name, and record both location and the last inventory date.</p> <p>Restrictions: None Media: Paper Temporary: Records close and cut off when superseded. Retain records for 2 years after cut off, and then destroy.</p>	Temporary 2 Years	2 Years	None
	<p>Records Disposition Files (Records Manager) Basic documentation of records description and disposition programs, including but not limited to:</p> <ul style="list-style-type: none"> • Retention Schedules • SF135-Records Transmittal and Receipt • Requests for Records Disposition Authority • Notice of intent to destroy • Confirmation of Destruction of Records <p>Organized by date and type of file. Restrictions: None Media: Paper/Electronic (Agency Secure Network) Permanent: Records close and cut off at the end of the fiscal year. Retain in Agency permanently.</p>	Permanent	Permanent	None
	<p>Working Papers Project background records, analyses, notes, drafts, and interim reports</p> <p>Restrictions: None Media: Paper and Electronic (Agency Secure Network)</p>			
a	<p>With Final Action</p> <p>Appraisal: Records close upon final action and cut off at the end of the fiscal year.</p>	Appraisal required by		

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	Records are transferred within 30 days of cut off to the Record Center for Appraisal	DC Archivist		
b	<p>With no Final Action</p> <p>Temporary: Records close if no action is taken in three years from final report and cut off at the end of the fiscal year. Destroy upon cut off, or when the record is no longer needed for administrative or reference purposes.</p>	Temporary 3 Years	3 Years	None
	<p>Administrative Files Records accumulated by individual offices that relate to the internal administration or housekeeping activities of the office rather than the functions for which the office exists.</p> <p>Restrictions: None</p> <p>Media: Paper and Electronic (Agency Secure Network)</p> <p>Temporary: Records close and cut off at end of the fiscal year. Destroy when no longer needed for administrative or reference purposes.</p>	Temporary Cutoff at end of Fiscal Year	None	None
	<p>Schedules of Daily Activities (Non-Senior Officials) Calendars, appointment books, schedules, logs, diaries, and other records documenting meetings, appointments, telephone calls, trips, visits, and other activities of D.C. employees.</p> <p>Restrictions: None</p> <p>Media: Paper and Electronic (Agency Secure Network)</p> <p>Temporary: Records close and cut off at the end of the fiscal year. Destroy when no longer needed for administrative or reference purposes.</p>	Temporary Destroy when no longer needed	Until no longer needed	None
	<p>Mailing and Invitation Lists: This record identifies individuals and organizations that are to receive copies of newsletters, reports, invitations to events, and other issuances.</p> <p>Restrictions: None</p> <p>Media: Paper and Electronic (Agency Secure Network)</p> <p>Temporary: Records close and cut off upon conclusion of the event, meeting, conference, etc. Destroy records when no longer needed for administrative or reference purposes.</p>	Temporary Destroy when obsolete or superseded	Until no longer needed	None
	<p>Suspense Files (Files noting actions to be taken) Papers arranged in chronological order as a reminder that an action is required on a given date or that a reply should be traced on a given date.</p>	Temporary Destroy after	Until no longer	None

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
	Restrictions: None Media: Paper and Electronic (Agency Secure Network) Temporary: Records close and cut off upon completion of review or action. Destroy records when no longer needed for administrative or reference purposes.	action is taken	needed	
	Transitory Files Papers of short-term interest which have no documentary or evidential value and normally need not be kept more than 90 days. Examples: Letters of Transmittal Quasi-Official notices Memos and other papers that do not serve as basis for official action Holiday notices Charity notices Bond Campaigns Restrictions: None Media: Paper and Electronic (Agency Secure Network) Temporary: Records close upon completion of review or action and cut off at end of the quarter. Retain record for 3 months after cut off and then destroy when no longer needed for administrative, audit or reference purposes.	Temporary Destroy when 3 months old or when no longer needed, whichever is sooner	3 Months	None
	Contract Administration-Agency Copies (Agency Procurement Staff) Files containing documentation pertaining to the acquisition of procuring physical goods, services, products, and personal property. Procurement files consists of contracts, requisitions, purchase orders work orders, invoices. Organized by Fiscal year. Restrictions: None Media: Paper/Electronic (Agency Secure Network, PASS)			
a	Under \$100,000 Temporary: Records close when final payment is made or received and cut off at the end of the fiscal year. The record is retained for 3 years after cutoff, and then is prepared for confidential destruction.	Temporary 3 Years	3 Years	None

Series #	Records Series Description	Total Retention	Years in Office	Remaining Retention in Records Center
b	\$100,000 + Temporary: Records close when final payment is made or received and cut off at the end of the fiscal year. The record is retained for 6 years after cutoff, and then is prepared for confidential destruction.	Temporary 6 Years	6 Years	None

Non-Records

Non-record materials are disposable upon agency authority. Please direct questions to the Office of Public Records for assistance.

Description
Duplicate copies of documents
Printed Reports from Computer Programs that can be recreated on-demand
Reference or Convenience Copies of official documents (i.e.: copies of Mayor's orders, or correspondence)
Working papers that don't impact or are not considered essential to a final decision regarding policies, laws, and regulations
Library or other reference materials or records maintained solely for convenience or reference
Blank forms
Materials relating to fringe activities of an agency such as charitable fund drives.

ATTACHMENT M

Tables for the 2022 and 2024 Election Cycles

(Response to Question No. 63(a), Agency Specific Questions)

The Committee To Elect Karim D. Marshall	Council At-Large	3/25/2022	8/17/2022	312	301	\$52.94	\$15,935.00	9	128	126	\$8,142.00	\$64.62
Brian for DC	Attorney General	12/13/2021	3/16/2022	696	677	\$127.67	\$86,432.00	0	414	408	\$75,330.00	\$184.63
McDuffie 2022	Attorney General	11/1/2021	11/8/2021	682	676	\$91.28	\$61,707.00	0	154	152	\$14,798.00	\$97.36
Ryan Jones for AG	Attorney General	8/16/2021	4/20/2022	254	250	\$30.49	\$7,623.00	114	77	66	\$4,549.00	\$68.92
Erin for DC	Council Chairman	10/13/2021	11/8/2021	334	327	\$81.39	\$26,615.00	0	31	31	\$2,080.00	\$67.10
Brianne for DC 2022	Council Ward 1	11/5/2021	11/8/2021	179	178	\$47.09	\$8,382.00	0	59	59	\$2,900.00	\$49.15
Committee to Elect Sabel Harris	Council Ward 1	12/2/2021	2/4/2022	183	182	\$35.41	\$6,445.00	0	53	53	\$1,920.00	\$36.22
Committee to Elect Salah V Czapary	Council Ward 1	3/15/2022	4/11/2022	235	234	\$41.09	\$9,616.22	2	82	81	\$3,095.00	\$38.21
Beau Finley for Ward 3	Council Ward 3	3/4/2022	4/6/2022	200	197	\$38.05	\$7,497.00	0	104	104	\$44.06	\$4,582.94
Ben for Ward 3	Council Ward 3	2/27/2022	N/A	163	153	\$35.23	\$5,390.00	1	70	70	\$43.57	\$3,050.00
Cheh 2022	Council Ward 3	8/16/2021	9/7/2021	207	206	\$46.72	\$9,625.00	0	10	10	\$500.00	\$50.00
David For Ward 3	Council Ward 3	12/28/2021	3/28/2022	172	167	\$38.73	\$6,467.50	11	26	26	\$1,275.00	\$49.04
Eric Goulet for Ward 3	Council Ward 3	3/1/2022	4/11/2022	182	181	\$37.09	\$6,715.00	0	29	29	\$1,295.00	\$44.65
Friends of Monte for Ward 3	Council Ward 3	3/15/2022	4/11/2022	168	167	\$49.16	\$8,210.00	0	87	87	\$4,265.00	\$49.02
Matthew Frumin for Ward 3	Council Ward 3	2/15/2022	5/6/2022	383	378	\$46.82	\$17,700.00	0	21	21	\$905.00	\$43.09
Monika Nemeth for Ward 3 DC Council	Council Ward 3	1/26/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Phil for Ward 3	Council Ward 3	2/22/2022	3/16/2022	219	213	\$45.59	\$9,710.00	0	6	6	\$300.00	\$50.00
Tricia Duncan for Ward 3 Council	Council Ward 3	2/15/2022	3/16/2022	192	192	\$41.80	\$8,025.00	0	21	20	\$910.00	\$45.50
Friends of Faith for Ward 5 2022	Council Ward 5	1/21/2020	11/8/2021	200	192	\$48.72	\$9,355.00	0	60	60	\$2,675.00	\$44.58

Friends of Zachary Parker 2022	Council Ward 5	10/12/2021	11/8/2021	335	326	\$41.35	\$13,481.00	1	93	92	\$4,095.00	\$44.51
GaryToToForward 5	Council Ward 5	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Gordon Fletcher for Ward 5	Council Ward 5	8/19/2021	9/7/2021	174	172	\$34.22	\$5,886.00	1	55	55	\$2,124.11	\$38.62
Harry Thomas Works	Council Ward 5	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Our Committee to Elect Kathy Henderson	Council Ward 5	2/4/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$44,596.00
Orange Ward 5	Council Ward 5	12/10/2021	12/21/2021	212	206	\$45.74	\$9,422.06	51	26	26	\$1,250.00	\$48.08
Re-Elect Charles Allen for Ward 6 2022	Council Ward 6	11/1/2021	11/8/2021	357	356	\$42.80	\$15,237.51	0	12	11	\$550.00	\$50.00
Together With Wiley	Council Ward 6	5/10/2022	8/18/2022	70	70	\$19.07	\$1,335.00	0	28	28	\$525.00	\$18.75
A Way for DC 2022	State Board of Education Ward 1	7/6/2022	9/9/2022	54	54	\$18.70	\$1,010.00	0	17	17	\$300.00	\$17.64
Ben for Ward 1	State Board of Education Ward 1	7/20/2022	9/28/2022	275	273	\$19.04	\$5,198.00	0	84	84	\$1,600.00	\$19.05
Sriqui for Ward 3 Schools	State Board of Education Ward 3	8/3/2022	8/18/2022	78	74	\$20.00	\$1,480.00	0	30	30	\$20.00	\$600.00
Committee to Elect Carisa Stanley Beatty SBOE Ward 5	State Board of Education Ward 5	3/29/2022	9/9/2022	59	59	\$20.00	\$1,180.00	0	1	1	\$20.00	\$20.00
Committee to Elect Robert Henderson	State Board of Education Ward 5	7/21/2022	8/18/2022	58	58	\$19.39	\$1,125.00	0	5	5	\$100.00	\$20.00
Nina Oneil 2022	State Board of Education Ward 5	7/18/2022	8/18/2022	62	62	\$19.84	\$1,230.00	0	4	4	\$80.00	\$20.00

Friends of Best	State Board of Education Ward 6	8/2/2022	8/18/2022	84	84	\$19.58	\$1,645.00	0	77	77	\$1,520.00	\$19.74
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Table for the 2022 Election Cycle (Chart B)

Participating Candidate's Name	Base Amount Paid	Date Base Amount Paid	Reporting Date X/X/XX[2]	Total \$ Value of Matching Payments Disbursed to Candidate During Reporting Period	No. of Small-Dollar Contributors During Reporting Period	No. of QSDCs During Reporting Period	Number of Non-District Resident Individual Contributions During Reporting Period	Number of Non-District Resident Individual Contributors During Reporting Period	Total \$ Value of Fair Elections Matching Payments Disbursed to Candidate	Total \$ Value of Fair Elections Funds Disbursed to Candidate (Base + Matching)	Date Participating Candidate Reached the Payments Cap
Re Elect Muriel Bowser Our Mayor 2022	\$80,000	12/20/2021	11/4/2021-12/10/2021	\$384,866.00	2116	2060	12	699	\$1,875,655.00	\$1,955,655.00	N/A
			12/11/2021-1/31/2022	\$33,261.00	201	191	52	52	\$157,305.00	N/A	N/A
			2/1/2022-3/10/2022	\$121,064.00	666	632	342	336	\$572,320.00	N/A	N/A
			3/11/2022-4/10/2022	\$37,546.00	339	330	56	56	\$187,730.00	N/A	N/A
			4/11/2022-5/10/2022	\$16,086.00	207	194	34	34	\$80,430.00	N/A	N/A
	\$80,000.00	5/11/2022	5/11/2022-6/10/2022	\$26,614.00	240	212	93	93	\$133,070.00	\$213,070.00	N/A
			6/11/2022-8/10/2022	\$7,602.00	93	88	40	40	\$38,010.00	N/A	N/A
			8/11/2022-10/10/2022	\$12,824.00	110	103	20	20	\$64,120.00	N/A	N/A
			10/11/2022-10/31/2022	\$750.00	22	17	2	2	\$3,750.00	N/A	N/A
		11/1/2022-11/8/2022	\$1,735.00	28	25	2	2	\$8,675.00	N/A	N/A	
Robert for DC	\$80,000.00	11/8/2021	10/13/2021-10/31/2021	\$76,397.00	1247	1244	204	204	\$381,985.00	\$461,985.00	N/A
			11/1/2021-12/10/2021	\$23,734.00	417	411	84	84	\$118,670.00	N/A	N/A
			12/11/2021-1/31/2022	\$37,294.50	569	552	75	69	\$186,347.50	N/A	N/A
			2/1/2022-3/10/2022	\$44,774.25	626	613	126	119	\$223,871.25	N/A	N/A
			3/11/2022-4/10/2022	\$31,678.25	447	425	56	56	\$158,391.25	N/A	N/A

	\$80,000.00	5/11/2022	4/11/2022-5/10/2022	\$26,895.76	448	431	46	46	\$134,478.80	\$214,478.00	N/A
			5/11/2022-6/10/2022	\$30,275.28	466	438	77	77	\$151,376.40	N/A	N/A
			6/11/2022-8/10/2022	\$7,341.00	130	115	30	30	\$36,705.00	N/A	N/A
Trayvon White for Mayor 2022			11/12/2021-12/10/2022	\$8,055.00	133	127	42	42	\$40,275.00	N/A	N/A
			12/11/2022-1/10/2022	\$10,965.00	90	88	29	29	\$54,825.00	N/A	N/A
			1/11/2022-1/31/2022	\$1,495.00	28	26	3	3	\$7,475.00	N/A	N/A
			2/1/2022-3/10/2022	\$3,214.00	69	68	17	17	\$16,070.00	N/A	N/A
	\$80,000.00	4/1/2022	3/11/2022-3/30/2022	\$16,761.00	840	822	86	86	\$83,805.00	\$163,805.00	N/A
			4/1/2022-4/10/2022	\$260.00	7	7	2	2	\$1,300.00	N/A	N/A
	\$80,000.00	5/11/2022	4/11/2022-5/10/2022	\$7,681.60	111	94	9	9	\$38,408.00	\$118,408.00	N/A
			5/11/2022-6/10/2022	\$5,035.00	99	63	14	14	\$25,175.00	N/A	N/A
		6/10/2022-8/10/2022	\$185.00	12	8	3	3	\$925.00	N/A	N/A	
Anita Bonds 2022 Committee	\$20,000.00	1/18/2022	11/16/2021-12/10/2021	\$4,424.00	50	47	22	22	\$21,120.00	N/A	N/A
			12/11/2021-01/10/2022	\$16,433.00	248	243	26	26	\$79,040.00	\$120,160.00	N/A
			1/11/2022-1/31/2022	\$4,290.00	63	62	6	6	\$21,450.00	N/A	N/A
			2/1/2022-3/10/2022	\$2,512.00	36	35	7	7	\$12,560.00	N/A	N/A
			3/11/2022-4/10/2022	\$1,796.00	28	26	8	8	\$8,980.00	N/A	N/A
			4/11/2022-5/10/2022	\$6,256.00	80	76	18	18	\$31,280.00	N/A	N/A
	\$20,000.00	5/13/2022	5/13/2022-5/13/2022	N/A	N/A	N/A	N/A	N/A	N/A	\$20,000.00	N/A
			5/11/2022-6/10/2022	\$3,401.00	51	46	29	28	\$17,005.00	N/A	N/A
			6/11/2022-8/10/2022	\$996.00	20	15	2	2	\$4,980.00	N/A	N/A
			8/11/2022-10/10/2022	\$4,891.00	73	62	9	9	\$24,455.00	N/A	N/A
			10/11/2022-10/31/2022	\$725.00	10	10	1	1	\$3,625.00	N/A	N/A
		11/1/2022-11/8/2022	\$390.00	8	8	3	3	\$1,950.00	N/A	N/A	
			11/10/2021-12/10/2021	\$8,170.00	135	135	15	15	N/A	N/A	N/A
			12/11/2021-1/31/2022	\$3,846.00	92	92	3	3	N/A	N/A	N/A

Friends of Dexter	\$20,000.00	2/22/2022	2/1/2022-2/10/2022	\$1,400.00	47	45	7	7	\$67,080.00	\$87,080.00	N/A
			2/11/2022-3/10/2022	\$760.00	19	19	3	3	\$3,800.00	N/A	N/A
			3/11/2022-4/10/2022	\$1,226.00	24	24	3	3	\$6,130.00	N/A	N/A
			4/11/2022-5/10/2022	\$1,424.00	29	28	1	1	\$7,120.00	N/A	N/A
	\$20,000.00	5/11/2022	5/11/2022-6/10/2022	\$261.00	10	10	1	1	\$1,305.00	\$21,305.00	N/A
			6/11/2022-8/10/2022	\$136.00	4	4	0	0	\$6,800.00	N/A	N/A
Friends of Dexter			11/10/2021-12/10/2021	\$8,170.00	135	135	15	15	N/A	N/A	N/A
			12/11/2021-1/31/2022	\$3,846.00	92	92	3	3	N/A	N/A	N/A
	\$20,000.00	2/22/2022	2/1/2022-2/10/2022	\$1,400.00	47	45	7	7	\$67,080.00	\$87,080.00	N/A
			2/11/2022-3/10/2022	\$760.00	19	19	3	3	\$3,800.00	N/A	N/A
			3/11/2022-4/10/2022	\$1,226.00	24	24	3	3	\$6,130.00	N/A	N/A
			4/11/2022-5/10/2022	\$1,424.00	29	28	1	1	\$7,120.00	N/A	N/A
	\$20,000.00	5/11/2022	5/11/2022-6/10/2022	\$261.00	10	10	1	1	\$1,305.00	\$21,305.00	N/A
			6/11/2022-8/10/2022	\$136.00	4	4	0	0	\$6,800.00	N/A	N/A
Friends of Lisa Gore			11/04/2021-12/10/2021	\$4,575.44	66	66	20	18	N/A	N/A	N/A
	\$20,000.00	2/18/2022	12/11/2021-01/31/2022	\$7,714.54	217	214	14	13	\$61,449.90	\$81,449.90	N/A
			2/1/2022-3/10/2022	\$1,595.44	35	32	6	6	\$7,977.20	N/A	N/A
			3/11/2022-4/10/2022	\$1,426.00	21	20	1	1	\$7,130.00	N/A	N/A
	\$20,000.00	5/19/2022	4/11/2022-5/10/2022	\$2,471.22	62	56	9	9	\$12,356.10	\$32,356.10	N/A
			5/11/2022-6/10/2022	\$3,320.88	56	52	13	13	\$16,604.40	N/A	N/A
			6/11/2022-8/10/2022	\$224.20	6	6	0	0	\$1,121.00	N/A	N/A
Committee to Elect Nate Flemings			10/21/2022-12/10/2022	\$4,434.00	179	86	29	28	N/A	N/A	N/A
			12/27/2021-1/31/2022	\$8,302.78	182	182	115	114	N/A	N/A	N/A
	\$20,000.00	2/18/2022	2/1/2022-2/10/2022	\$783.67	20	20	60	60	\$67,602.25	\$87,602.25	N/A
			2/11/2022-3/10/2022	\$0.00	9	0	10	10	\$0.00	\$0.00	N/A
			3/11/2022-4/10/2022	\$0.00	2	0	3	3	\$0.00	\$0.00	N/A
	\$20,000.00	5/11/2022	4/11/2022-5/10/2022	\$1,850.00	36	32	22	22	\$9,250.00	\$29,250.00	N/A

			5/11/2022-6/10/2022	\$2,853.33	70	64	88	88	\$14,266.65	N/A	N/A
			6/11/2022-8/10/2022	\$1,700.00	37	29	31	31	\$8,500.00	N/A	N/A
			8/11/2022-10/10/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A
DC For Sharece Crawford for Council At-Large			9/3/2021-10/10/2021	\$3,766.00	56	49	29	29	N/A	N/A	N/A
			10/11/2021-12/10/2021	\$7,477.00	183	147	68	66	N/A	N/A	N/A
			12/11/2021-1/10/2022	\$1,477.00	40	37	15	15	N/A	N/A	N/A
	\$20,000.00	2/28/2021	1/11/2022-1/31/2022	\$1,110.00	36	26	6	6	\$69,150.00	\$89,150.00	N/A
			2/1/2022-2/10/2022	\$25.00	1	0	5	5	\$0.00	N/A	N/A
			2/11/2022-3/10/2022	\$574.00	26	14	33	33	\$2,870.00	N/A	N/A
			3/11/2022-4/10/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A
			4/11/2022-5/10/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A
		5/11/2022-6/10/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A	
Brian for DC for Attorney General	\$20,000.00	3/16/2022	12/13/2021-1/31/2022	\$86,432.00	696	677	414	408	\$432,160.00	\$452,160.00	N/A
			2/1/2022-3/10/2022	\$23,330.00	168	164	162	162	\$116,650.00	N/A	N/A
			3/11/2022-4/10/2022	\$14,795.00	107	103	80	80	\$73,975.00	N/A	N/A
			4/11/2022-5/10/2022	\$26,574.00	195	191	99	99	\$132,870.00	N/A	N/A
			5/11/2022-6/10/2022	\$13,995.00	178	123	80	80	\$69,975.00	N/A	N/A
McDuffie 2022	\$20,000.00	11/8/2021	10/26/2021-11/01/2021	\$61,707.00	682	676	154	154	\$308,535.00	\$328,535.00	N/A
			11/1/2021-12/10/2021	\$33,705.00	270	268	97	97	\$168,275.00	N/A	N/A
			12/11/2021-1/31/2022	\$38,869.00	317	315	58	58	\$194,345.00	N/A	N/A
			2/1/2022-3/10/2022	\$30,845.00	215	210	60	60	\$154,225.00	N/A	N/A
Erin for DC	\$20,000.00	11/8/2021	09/24/2021-10/10/2021	\$26,995.00	336	333	29	29	\$134,975.00	\$154,975.00	N/A
			10/11/2021-12/10/2021	\$8,360.00	128	124	13	13	\$41,800.00	N/A	N/A
			12/11/2021-1/31/2022	\$10,696.50	190	182	10	10	\$53,482.50	N/A	N/A
			2/1/2022-3/10/2022	\$9,800.25	141	137	8	8	\$49,001.25	N/A	N/A
			3/11/2022-4/10/2022	\$6,092.25	94	93	3	3	\$30,461.25	N/A	N/A
	\$20,000.00	5/12/2022	4/11/2022-5/10/2022	\$10,051.25	159	157	3	3	\$50,256.25	\$70,256.25	N/A

			5/11/2022-6/10/2022	\$8,822.00	125	120	9	9	\$44,110.00	N/A	N/A
			6/11/2022-8/10/2022	\$1,425.00	16	15	0	0	\$7,125.00	N/A	N/A
Brienne for DC 2022	\$20,000.00	11/8/2021	9/14/2021-10/10/2021	\$8,382.00	179	178	59	59	\$41,910.00	\$61,910.00	N/A
			10/11/2021-12/10/2021	\$8,115.51	195	191	55	55	\$40,352.55	N/A	N/A
			12/11/2021-1/31/2022	\$3,661.00	90	90	16	16	\$18,305.00	N/A	N/A
			2/1/2022-2/10/2022	\$1,356.00	45	45	4	4	\$6,780.00	N/A	N/A
			2/11/2022-3/10/2022	\$1,854.75	48	47	3	3	\$9,273.75	N/A	N/A
			3/11/2022-4/10/2022	\$1,186.25	32	32	8	8	\$5,931.25	N/A	N/A
			4/11/2022-4/30/2022	\$2,034.30	63	56	9	9	\$10,171.50	N/A	N/A
	\$20,000.00	5/10/2022	5/1/2022-5/10/2022	\$95.00	63	3	57	57	\$475.00	\$20,475.00	N/A
			5/11/2022-6/10/2022	\$10,526.64	270	258	54	54	\$52,633.20	N/A	N/A
			6/11/2022-7/10/2022	\$1,024.25	30	28	6	6	\$5,121.25	N/A	N/A
			7/11/2022-8/10/2022	\$170.00	4	0	0	0	\$0.00	N/A	N/A
			8/11/2022-10/10/2022	\$555.00	20	16	5	5	\$2,775.00	N/A	N/A
			10/11/2022-10/31/2022	\$200.00	4	4	3	3	\$1,000.00	N/A	N/A
			11/1/2022-11/8/2022	\$0.00	2	2	0	0	\$0.00	N/A	N/A
Committee to Elect Sabel Harris			12/02/2021-12/10/2021	\$4,395.00	113	112	39	39	\$21,975.00	N/A	N/A
	\$20,000.00	2/4/2022	12/11/2021-01/31/2022	\$2,050.00	70	70	14	14	\$10,250.00	\$30,250.00	N/A
			2/1/2022-3/10/2022	\$1,233.00	37	34	25	25	\$6,165.00	N/A	N/A
			3/11/2022-4/10/2022	\$920.00	26	25	10	10	\$4,600.00	N/A	N/A
			4/11/2022-4/30/2022	\$2,430.00	59	57	2	2	\$12,150.00	N/A	N/A
	\$20,000.00	5/17/2022	5/1/2022-5/10/2022	\$519.00	15	15	2	2	\$2,595.00	\$22,595.00	N/A
			5/11/2022-6/10/2022	\$375.00	9	9	5	5	\$1,875.00	N/A	N/A
		6/11/2022-8/10/2022	\$125.00	3	3	2	2	\$625.00	N/A	N/A	
Beau Finley for Ward 3 for Council Ward 3			3/4/2022-3/10/2022	\$4,552.00	107	106	61	61	N/A	N/A	N/A
	\$20,000.00	4/11/2022	3/11/2022-3/30/2022	\$2,945.00	93	91	43	43	\$37,485.00	\$57,485.00	N/A
			3/31/2022-4/10/2022	\$565.00	18	15	11	11	\$2,825.00	N/A	N/A
	\$20,000.00	5/17/2022	4/11/2022-5/10/2022	\$1,630.00	47	42	30	30	\$8,150.00	\$28,150.00	N/A

			5/11/2022-6/10/2022	\$935.00	21	21	4	4	\$4,675.00	N/A	N/A
			6/11/2022-8/10/2022	\$150.00	3	3	1	1	\$750.00	N/A	N/A
David for Ward 3			11/29/2021-1/10/2022	\$1,112.50	26	26	13	13	\$5,562.50	N/A	N/A
			1/11/2022-1/31/2022	\$850.00	22	22	2	2	\$4,250.00	N/A	N/A
			2/1/2022-2/10/2022	\$940.00	23	23	2	2	\$4,700.00	N/A	N/A
	\$20,000.00	3/29/2022	2/11/2022-3/10/2022	\$3,315.00	96	91	8	8	\$16,575.00	\$51,087.50	N/A
			3/11/2022-3/30/2022	\$415.00	10	10	2	2	\$2,075.00	N/A	N/A
			3/31/2022-4/10/2022	\$125.00	3	3	0	0	\$625.00	N/A	N/A
			4/11/2022-4/30/2022	\$50.00	1	1	2	2	\$250.00	N/A	N/A
	\$20,000.00	5/11/2022	5/1/2022-5/10/2022	\$300.00	6	6	0	0	\$1,500.00	\$21,500.00	N/A
			5/11/2022-6/10/2022	\$350.00	8	8	0	0	\$1,750.00	N/A	N/A
			6/11/2022-8/10/2022	\$665.00	15	15	3	3	\$3,325.00	N/A	N/A
			8/11/2022-8/31/2022	\$350.00	7	7	1	1	\$1,750.00	N/A	N/A
			9/1/2022-9/30/2022	\$550.00	12	11	0	0	\$2,500.00	N/A	N/A
			10/1/2022-10/10/2022	\$600.00	14	14	2	2	\$3,000.00	N/A	N/A
			10/11/2022-10/31/2022	\$625.00	16	15	1	1	\$3,125.00	N/A	N/A
		11/1/2022-11/8/2022	\$150.00	4	4	0	0	\$750.00	N/A	N/A	
Cheh 2022	\$20,000.00	9/7/2021	6/17/2021-7/31/2021	\$9,625.00	207	206	10	10	\$48,125.00	\$68,125.00	N/A
			8/1/2021-8/31/2021	\$645.00	15	15	2	2	\$3,225.00	N/A	N/A
			9/1/2021-10/10/2021	\$375.00	9	9	2	2	\$1,875.00	N/A	N/A
			10/11/2021-12/10/2021	\$50.00	1	1	0	0	\$250.00	N/A	N/A
			12/11/2021-1/31/2022	\$150.00	4	3	0	0	\$750.00	N/A	N/A
			2/1/2022-3/10/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A
Ben for Ward 3 for Council Ward 3	\$20,000.00	4/12/2022	2/27/2022-3/10/2022	\$5,780.00	165	164	71	71	\$28,900.00	\$48,900.00	N/A
			3/11/2022-3/30/2022	\$1,235.00	39	38	14	14	\$6,175.00	N/A	N/A
			4/1/2022-4/10/2022	\$945.00	21	21	4	4	\$4,725.00	N/A	N/A
	\$20,000.00	5/11/2022	4/11/2022-5/10/2022	\$1,870.00	46	45	40	40	\$9,350.00	\$29,350.00	N/A
			5/11/2022-6/10/2022	\$1,550.00	42	40	13	13	\$7,750.00	N/A	N/A

			6/11/2022-8/10/2022	\$275.00	6	6	1	1	\$1,375.00	N/A	N/A
Phil for Ward 3 for Council Ward 3	\$20,000.00	3/16/2022	2/22/2022-3/10/2022	\$9,710.00	219	213	6	6	\$48,550.00	\$68,550.00	N/A
			3/11/2022-4/10/2022	\$2,145.00	54	54	13	13	\$10,725.00	N/A	N/A
	\$20,000.00	5/17/2022	4/11/2022-5/10/2022	\$2,530.00	60	58	28	28	\$12,650.00	\$22,650.00	N/A
			5/11/2022-6/10/2022	\$675.00	15	15	6	6	\$3,375.00	N/A	N/A
Tricia Duncan for Ward 3 Council for Council Ward 3	\$20,000.00	3/16/2022	2/15/2022-3/10/2022	\$8,025.00	192	192	21	20	\$40,125.00	\$60,125.00	N/A
			3/11/2022-4/10/2022	\$6,625.00	159	156	31	31	\$33,125.00	N/A	N/A
	\$20,000.00	5/10/2022	4/11/2022-5/10/2022	\$1,350.00	31	30	9	9	\$6,750.00	\$26,750.00	N/A
			5/11/2022-6/10/2022	\$500.00	12	11	2	2	\$2,500.00	N/A	N/A
Friends of Faith for Ward 5 2022	\$20,000.00	11/8/2021	9/28/2021-10/10/2021	\$9,355.00	200	192	60	60	\$46,775.00	\$66,775.00	N/A
			10/11/2021-12/10/2021	\$8,135.00	176	173	64	64	\$40,675.00	N/A	N/A
			12/11/2021-1/31/2022	\$6,449.01	162	152	36	36	\$32,495.05	N/A	N/A
			2/1/2022-3/10/2022	\$6,500.00	145	141	24	24	\$32,500.00	N/A	N/A
			3/11/2022-4/10/2022	\$4,950.00	116	107	43	43	\$24,750.00	N/A	N/A
	\$20,000.00	5/11/2022	4/11/2022-5/10/2022	\$3,285.00	73	69	32	32	\$16,425.00	\$36,425.00	N/A
			5/11/2022-6/10/2022	\$2,985.00	71	63	20	20	\$14,925.00	N/A	N/A
			6/11/2022-8/10/2022	\$250.00	5	5	5	5	\$1,250.00	N/A	N/A
Friends of Zachary Parker 2022	\$20,000.00	12/8/2021	8/30/2021-10/10/2021	\$13,631.00	335	329	93	93	\$68,155.00	\$88,155.00	N/A
			10/11/2021-12/10/2021	\$7,917.14	203	200	72	72	\$39,585.70	N/A	N/A
			12/11/2021-1/31/2022	\$8,945.60	243	240	27	27	\$44,728.00	N/A	N/A
			2/1/2022-3/10/2022	\$6,982.75	181	180	54	52	\$34,913.75	N/A	N/A
			3/11/2022-4/10/2022	\$6,074.25	156	156	24	24	\$30,371.25	N/A	N/A
	\$20,000.00	5/11/2022	4/11/2022-5/10/2022	\$4,004.26	124	121	36	36	\$20,021.30	\$40,021.30	N/A
			5/11/2022-6/10/2022	\$3,007.00	101	86	19	19	\$15,035.00	N/A	N/A
			6/11/2022-8/10/2022	\$1,315.25	39	36	20	20	\$6,576.25	N/A	8/10/2022
			8/11/2022-10/10/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A
		10/11/2022-10/31/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A	

			11/1/2022-11/8/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A
Gordon Fletcher for Ward 5	\$20,000.00	9/7/2021	7/13/2021-7/31/2021	\$5,886.00	174	172	55	55	\$29,430.00	\$49,430.00	N/A
			8/1/2021-8/31/2021	\$300.00	10	10	5	5	\$1,500.00	N/A	N/A
			9/1/2021-10/10/2021	\$1,105.00	34	33	3	3	\$5,525.00	N/A	N/A
			10/11/2021-12/10/2021	\$2,165.00	108	90	24	22	\$10,825.00	N/A	N/A
			12/11/2021-1/31/2022	\$3,250.00	124	119	9	9	\$16,250.00	N/A	N/A
			2/1/2022-3/10/2022	\$4,675.00	149	139	40	39	\$23,375.00	N/A	N/A
			3/11/2022-4/10/2022	\$3,230.00	90	90	37	37	\$16,150.00	N/A	N/A
	\$20,000.00	5/18/2020	4/11/2022-5/10/2022	\$2,130.00	57	57	8	8	\$10,650.00	\$30,650.00	N/A
			5/11/2022-6/10/2022	\$2,870.00	85	85	4	4	\$14,350.00	N/A	N/A
			6/11/2022-8/10/2022	\$100.00	5	2	0	0	\$500.00	N/A	N/A
			8/11/2022-10/10/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A
		10/11/2022-12/10/2022	\$0.00	0	0	0	0	\$0.00	N/A	N/A	
Gordon Fletcher for Ward 5	\$20,000.00	9/7/2021	7/13/2021-7/31/2021	\$5,886.00	174	172	55	55	\$29,430.00	\$49,430.00	N/A
			8/1/2021-8/31/2021	\$300.00	10	10	5	5	\$1,500.00	N/A	N/A
			9/1/2021-10/10/2021	\$1,105.00	34	33	3	3	\$5,525.00	N/A	N/A
			10/11/2021-12/10/2021	\$2,165.00	108	90	24	22	\$10,825.00	N/A	N/A
			12/11/2021-1/31/2022	\$3,250.00	124	119	9	9	\$16,250.00	N/A	N/A
			2/1/2022-3/10/2022	\$4,675.00	149	139	40	39	\$23,375.00	N/A	N/A
			3/11/2022-4/10/2022	\$3,230.00	90	90	37	37	\$16,150.00	N/A	N/A
Re-Elect Charles Allen for Ward 6 2022	\$20,000.00	11/8/2021	10/12/2021-10/31/2021	\$15,237.51	357	356	12	11	\$76,187.55	\$96,187.55	N/A
			11/1/2021-12/10/2021	\$5,835.00	153	141	13	13	\$29,175.00	N/A	N/A
			12/11/2021-01/31/2022	\$2,305.00	61	57	2	2	\$11,525.00	N/A	N/A
			2/1/2022-3/10/2022	\$2,310.50	60	59	4	4	\$11,552.20	N/A	N/A
			3/11/2022-4/10/2022	\$1,085.00	25	25	2	2	\$5,425.00	N/A	N/A
			4/11/2022-5/10/2022	\$1,825.00	40	40	2	2	\$9,125.00	N/A	N/A
	\$20,000.00	5/11/2022	5/11/2022-6/10/2022	\$1,220.00	33	31	3	3	\$6,100.00	\$26,100.00	N/A
			6/11/2022-08/10/2022	\$150.00	3	3	1	1	\$750.00	N/A	N/A

			8/11/2022-10/10/2022	\$85.00	3	3	0	0	\$425.00	N/A	N/A
			10/11/2022-10/31/2022	\$125.00	3	3	4	4	\$625.00	N/A	N/A
			11/1/2022-11/8/2022	\$50.00	1	1	0	0	\$250.00	N/A	N/A
A Way For DC 2022 for D.C. State Board of Education Ward 1	\$10,000.00	9/9/2022	7/6/2022-9/9/2022	\$1,010.00	54	54	17	17	\$5,050.00	\$15,050.00	N/A
Ben for Ward 1	\$5,000.00	8/10/2022	7/20/2022-8/10/2022	\$2,430.00	129	128	37	37	\$12,150.00	\$17,150.00	N/A
			8/11/2022-8/31/2022	\$2,768.00	146	145	47	47	\$13,840.00	N/A	N/A
	\$5,000.00	9/22/2022	9/1/2022-9/30/2022	\$768.00	44	43	18	18	\$3,840.00	\$8,840.00	N/A
			10/1/2022-10/10/2022	\$100.00	5	5	0	0	\$500.00	N/A	N/A
			10/11/2022-10/31/2022	\$60.00	3	3	1	1	\$300.00	N/A	N/A
Friends of Best	\$10,000.00	9/28/2022	8/2/2022-8/10/2022	\$1,645.00	84	84	77	77	\$8,225.00	\$18,225.00	N/A
			8/11/2022-10/10/2022	\$550.00	28	28	25	25	\$2,750.00	N/A	N/A
			10/11/2022-10/31/2022	\$100.00	5	5	1	1	\$500.00	N/A	N/A
			11/1/2022-11/8/2022	\$10.00	1	1	2	2	\$50.00	N/A	N/A
Committee to Elect Carisa Stanley Beatty SBOE Ward 5			3/29/2022-4/10/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
			4/11/2022-5/10/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
			5/11/2022-6/10/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	\$5,000.00	9/15/2022	6/11/2022-8/10/2022	\$1,180.00	59	59	1	1	\$5,900.00	\$10,900.00	N/A
	\$5,000.00		8/11/2022-10/10/2022	\$355.00	18	18	2	2	\$1,775.00	\$6,775.00	N/A
			10/11/2022-10/31/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
			11/1/2022-11/8/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Elissa for DC	\$20,000.00	4/25/2022	3/18/2022-4/10/2022	\$16,359.00	258	257	15	15	\$81,795.00	\$101,795.00	N/A
			4/11/2022-5/10/2022	\$5,798.00	119	117	21	21	\$28,990.00	N/A	N/A
			5/11/2022-6/10/2022	\$7,669.00	135	132	18	18	\$38,345.00	N/A	N/A
			6/11/2022-8/10/2022	\$20,248.51	323	313	28	28	\$101,242.55	N/A	N/A
	\$20,000.00	9/26/2022	8/11/2022-10/10/2022	\$13,311.51	234	216	13	13	\$66,557.55	\$86,557.55	N/A

			10/11/2022-10/31/2022	\$3,189.00	96	54	25	25	\$15,945.00	N/A	N/A
			11/1/2022-11/8/2022	\$300.00	27	8	3	3	\$1,500.00	N/A	11/1/2022
Eric Goulet for Ward 3			3/1/2022-3/10/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	\$20,000.00	4/13/2022	3/11/2022-3/30/2022	\$6,715.00	183	181	29	29	\$33,575.00	\$53,575.00	N/A
			3/31/2022-4/10/2022	\$1,160.00	25	25	4	4	\$5,800.00	N/A	N/A
			4/11/2022-4/30/2022	\$4,975.00	104	104	42	42	\$24,875.00	N/A	N/A
			5/1/2022-5/10/2022	\$2,025.00	42	42	3	3	\$2,025.00	N/A	N/A
			5/11/2022-6/10/2022	\$6,920.00	145	145	15	15	\$34,600.00	N/A	N/A
	\$20,000.00	6/23/2022	6/11/2022-8/10/2022	\$515.00	13	12	4	4	\$2,575.00	\$22,575.00	N/A
Niosi 2022			12/01/2021-12/10/2021	\$450.00	5	5	1	1	\$2,250.00	N/A	N/A
			12/11/2021-1/31/2022	\$2,390.00	35	34	5	5	\$11,950.00	N/A	N/A
			2/1/2022-3/10/2022	\$7,545.00	151	149	16	16	\$37,725.00	N/A	N/A
	\$20,000.00	5/12/2022	3/11/2022-3/30/2022	\$3,721.00	91	91	0	0	\$16,605.00	\$88,530.00	N/A
			3/31/2022-4/10/2022	\$100.00	1	1	2	2	\$500.00	N/A	N/A
			4/11/2022-5/10/2022	\$150.00	2	2	0	0	\$750.00	N/A	N/A
			5/11/2022-6/10/2022	\$608.00	10	10	3	3	\$3,040.00	N/A	N/A
			6/11/2022-7/10/2022	\$100.00	1	1	0	0	\$500.00	N/A	N/A
			7/11/2022-8/10/2022	\$1,805.00	34	34	3	3	\$9,025.00	N/A	N/A
			8/11/2022-10/31/2022	\$1,025.00	13	13	3	3	\$5,125.00	N/A	N/A
Graham for DC	\$20,000.00	4/11/2022	3/15/2022-4/10/2022	\$23,953.00	316	316	146	146	\$119,765.00	\$139,765.00	N/A
			4/11/2022-5/10/2022	\$4,325.00	48	48	11	11	\$21,625.00	N/A	N/A
			5/11/2022-6/10/2022	\$2,350.00	27	27	12	12	\$11,750.00	N/A	N/A
			6/11/2022-8/10/2022	\$6,350.00	89	81	13	13	\$31,750.00	N/A	N/A
			8/11/2022-10/10/2022	\$4,207.00	50	50	16	16	\$421,035.00	N/A	N/A
	\$20,000.00	10/28/2022	10/11/2022-10/31/2022	\$2,645.00	31	31	4	4	\$13,225.00	\$33,225.00	N/A
			11/1/2022-11/8/2022	\$1,425.00	16	16	1	1	\$7,125.00	N/A	N/A
			5/10/2022-6/10/2022	\$625.00	33	33	10	10	\$3,125.00	N/A	N/A

Together With Wiley	\$5,000.00	9/13/2022	6/11/2022-8/10/2022	\$710.00	37	37	18	18	\$3,550.00	\$8,550.00	N/A
	\$5,000.00	9/22/2022	8/11/2022-9/30/2022	\$520.00	27	27	5	5	\$2,600.00	\$7,600.00	N/A
			10/1/2022-10/10/2022	\$60.00	3	3	0	0	\$300.00	N/A	N/A
The Committee to Elect Karim D Marshall			3/25/2022-4/10/2022	\$3,325.00	37	36	15	15	\$16,625.00	N/A	N/A
			4/11/2022-5/10/2022	\$3,755.00	56	53	36	36	\$18,775.00	N/A	N/A
			5/11/2022-6/10/2022	\$1,970.00	31	30	25	25	\$9,850.00	N/A	N/A
	\$20,000.00	8/17/2022	6/11/2022-8/10/2022	\$6,654.00	182	182	34	34	\$6,885.00	\$87,062.20	N/A
			8/11/2022-10/10/2022	\$2,985.44	56	52	21	21	\$14,927.20	N/A	N/A
			10/11/2022-10/31/2022	\$1,720.44	37	35	15	15	\$8,602.20	N/A	N/A
		11/1/2022-11/8/2022	\$65.00	4	4	0	0	\$325.00	N/A	N/A	
Matthew Frumin for Ward 3	\$20,000.00	3/25/2022	2/15/2022-3/10/2022	\$17,700.00	383	378	21	21	\$88,500.00	\$108,500.00	N/A
			3/11/2022-4/10/2022	\$3,141.00	76	72	9	9	\$15,705.00	N/A	N/A
	\$20,000.00	5/17/2022	4/11/2022-5/10/2022	\$4,793.00	127	114	44	44	\$23,965.00	\$43,965.00	N/A
			5/11/2022-6/10/2022	\$5,545.00	129	126	17	17	\$27,725.00	N/A	N/A
			6/11/2022-8/10/2022	\$6,572.00	159	155	13	13	\$32,860.00	N/A	N/A
			8/11/2022-10/10/2022	\$3,994.51	114	101	22	22	\$19,972.55	N/A	N/A
			10/11/2022-10/31/2022	\$1,665.00	40	38	4	4	\$8,325.00	N/A	N/A
			11/1/2022-11/8/2022	\$350.00	8	7	0	0	\$1,750.00	N/A	N/A
Sriqui for Ward 3 Schools	\$5,000.00	9/15/2022	8/3/2022-8/10/2022	\$1,480.00	78	74	30	30	\$7,400.00	\$12,400.00	N/A
			8/11/2022-8/31/2022	\$860.00	44	43	0	0	\$4,300.00	N/A	N/A
	\$5,000.00	9/19/2022	9/1/2022-9/30/2022	\$1,280.00	65	64	5	5	\$6,400.00	\$11,400.00	N/A
			10/1/2022-10/10/2022	\$428.00	23	22	1	1	\$2,140.00	N/A	N/A
			10/11/2022-10/31/2022	\$300.00	16	15	0	0	\$1,500.00	N/A	N/A
			11/1/2022-11/8/2022	\$20.00	1	1	0	0	\$100.00	N/A	N/A
Friends of Monte for Ward 3	\$20,000.00	4/1/2022	3/15/2022-3/30/2022	\$8,210.00	168	167	87	87	\$41,050.00	\$61,050.00	N/A
			4/1/2022-4/10/2022	\$1,030.00	22	22	20	20	\$5,150.00	N/A	N/A
	\$20,000.00	5/11/2022	4/11/2022-5/10/2022	\$5,830.00	119	117	27	27	\$29,150.00	\$49,150.00	N/A

			5/11/2022-6/10/2022	\$4,295.00	94	87	35	35	\$21,475.00	N/A	N/A
			6/11/2022-8/10/2022	\$360.00	9	9	7	7	\$1,800.00	N/A	N/A
Nina Oneill 2022 for D.C. State Board of Education Ward 5	\$10,000.00	8/17/2022	7/18/2022-8/10/2022	\$1,230.00	62	62	4	4	\$6,150.00	\$16,150.00	N/A
			8/11/2022-10/10/2022	\$60.00	0	0	0	0	\$0.00	\$0.00	N/A
			10/11/2022-10/31/2022	\$0.00	0	0	0	0	\$0.00	\$0.00	N/A
Committee to Elect Robert Henderson	\$5,000.00	8/17/2022	7/21/2022-8/10/2022	\$2,230.00	113	113	13	13	\$11,150.00	\$16,150.00	N/A
			8/11/2022-8/31/2022	\$1,125.00	58	58	5	5	\$5,625.00	N/A	N/A
	\$5,000.00	10/1/2022	9/1/2022-9/30/2022	\$725.00	38	38	3	3	\$3,625.00	\$8,625.00	N/A
			10/1/2022-10/10/2022	\$240.00	12	12	1	1	\$1,200.00	N/A	N/A
			10/11/2022-10/31/2022	\$100.00	5	5	5	5	\$500.00	N/A	N/A
Ryan Jones for AG			4/25/2021-7/31/2021	\$16,671.00	236	231	228	228	\$83,355.00	N/A	N/A
			8/1/2021-10/10/2021	\$488.00	11	11	12	12	\$2,440.00	N/A	N/A
			10/11/2021-12/10/2021	\$3,193.00	68	67	30	30	\$15,965.00	N/A	N/A
			12/11/2021-1/31/2022	\$2,783.00	48	48	26	26	\$13,915.00	N/A	N/A
	\$20,000.00	3/15/2022	2/1/2022-3/10/2022	\$3,595.00	175	171	34	34	\$17,975.00	\$37,975.00	N/A
			3/11/2022-3/30/2022	\$1,139.00	29	29	16	16	\$5,695.00	N/A	N/A
			4/1/2022-4/10/2022	\$106.00	2	2	2	2	\$530.00	N/A	N/A
			4/11/2022-5/10/2022	\$924.00	15	15	7	7	\$4,620.00	N/A	N/A
	\$20,000.00	5/15/2022	5/11/2022-6/10/2022	\$2,073.00	26	23	11	11	\$10,365.00	\$30,365.00	N/A
		6/11/2022-8/10/2022	\$516.00	8	6	5	5	\$2,580.00	N/A	N/A	
Committee to Elect Salah V Czapary for Council Ward 1	\$20,000.00	4/1/2022	3/15/2022-3/30/2022	\$9,616.22	235	234	82	82	\$48,081.10	\$68,081.10	N/A
			4/1/2022-4/10/2022	\$2,010.00	46	45	8	8	\$1,050.00	N/A	N/A
			4/11/2022-4/30/2022	\$6,560.00	154	148	32	32	\$32,800.00	N/A	N/A
	\$20,000.00	5/17/2022	5/1/2022-5/10/2022	\$6,915.00	156	154	18	18	\$34,575.00	\$54,575.00	N/A
			5/11/2022-6/10/2022	\$11,224.00	259	249	40	40	\$56,120.00	N/A	N/A
			6/11/2022-8/10/2022	\$1,380.00	38	36	12	12	\$6,900.00	N/A	N/A

Table for the 2024 Election Cycle (Chart A)

Candidates Name	Office Sought	Date Candidate Sought Fair Election Certification	Date Candidate Qualified as a Fair Elections "Participating Candidate"	No. of Small-Dollar Contributors at Qualification	No. of Qualifying Small-Dollar Contributions ("QSDCs") at Qualification	Average QSDC \$ Value at Qualification	Total \$ Value of QSDCs at Qualification	No. of Cash QSDCs at Qualification	No. of Non-District Resident Individual Contributions at Qualification	No. of Non-District Resident Individual Contributors at Qualification	Total \$ Value of Non-District Resident Individual Contributions at Qualification	Average Non-District Resident Individual Contribution \$ Value at Qualification
Friends of Salim Adofo	Council Ward 8	12/2/2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Table for the 2024 Election Cycle (Chart B)

Participating Candidate's Name	Base Amount Paid	Date Base Amount Paid	Reporting Date X/X/XX[2]	Total \$ Value of Matching Payments Disbursed to Candidate During Reporting Period	No. of Small-Dollar Contributors During Reporting Period	No. of QSDCs During Reporting Period	Number of Non-District Resident Individual Contributions During Reporting Period	Number of Non-District Resident Individual Contributors During Reporting Period	Total \$ Value of Fair Elections Matching Payments Disbursed to Candidate	Total \$ Value of Fair Elections Funds Disbursed to Candidate (Base + Matching)	Date Participating Candidate Reached the Payments Cap
Friends of Salim Adofo	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A