

2026 CLEAN ELECTIONS WORKSHOP

Workshop Overview

- Arizona Citizens Clean Elections Act
- Arizona Election Basics
- \$5 Qualifying Contributions
- Clean Elections Funding: Applying and Qualifying
- Campaign Finance: Reporting Requirements, Contributions, Expenditures, and Usage of Funds
- Voter Education: Candidate Statement Pamphlets, Debates, and Commission Tools

ARIZONA Citizens Clean Elections Act

What is the Citizens Clean Elections Act?

- In 1998, the people of Arizona passed the Citizens Clean Elections Act.
- The Act promotes participation in democracy and fights corruption in politics.
- The Act established a campaign finance system which includes:
 - Voter education,
 - Campaign finance enforcement, and
 - Distribution of Clean Elections funding.

Clean Elections' Purpose

 To restore citizen participation and confidence in our political system, improve the integrity of Arizona State government and promote freedom of speech under the U.S. and Arizona Constitutions.

Where does Clean Elections Funding come from?

- The Clean Elections Commission does not receive appropriations from the legislature.
 - No tax dollars from the general fund.
 - The Clean Elections Commission and candidate funding is NOT taxpayer monies.
- Independent funding created by voters.
 - \$5 contributions, collected by Participating Candidates in order to qualify for funding.
 - A 10% surcharge assessed on civil penalties and criminal fines throughout the state.
 - Commission penalties assessed through enforcement actions.
 - Small voluntary donations (rare).

ARIZONA ELECTIONS

The Basics

Recognized Parties and Independents

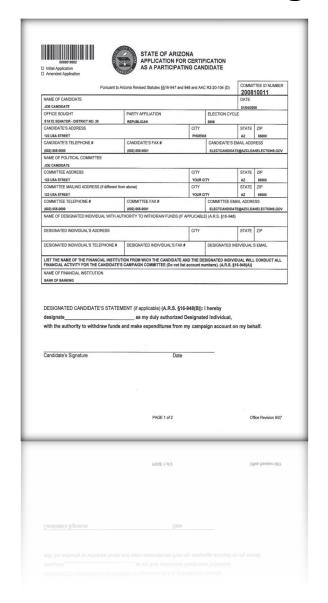
- Currently recognized in Arizona:
 - Democratic
 - Libertarian
 - Republican
 - No Labels
 - Green Party
- Parties must qualify for ballot recognition via petition.
- Maintaining recognition is dependent upon the number of registered voters or the number of votes cast at the last general election for the office of governor.

- Independent Any registered voter that is not a member of a recognized party.
 - Independent candidates may qualify for the General Election ballot under a §16-341 designation.
 - Independent candidates do not appear on the Primary Election ballot.

Statement of Organization and Statement of Interest

- Candidates are required to register as a committee by filing a Statement of Organization with the Secretary of State's Office
 - Filed electronically via the campaign finance reporting system.
 - Must file within 10 days of receiving contributions or made expenditures of \$1,300
 in any combination.
- The Commission recommends individuals considering participation in the clean elections program file a Statement of Organization before making any expenditures or accepting any contributions.
- Potential candidates are also required to file a Statement of Interest with the Secretary of State's Office.

Becoming a Participating Candidate



- File Application for Certification as a Participating Candidate:
 - Filed with Secretary of State's Office.
 - Reviewed by Commission Staff.
 - Deadline is <u>July 28, 2026</u>
- If Statement of Organization is filed the same day as Application for Certification, no campaign finance report is necessary.
- If filed separately, a campaign finance report detailing all financial activity is required.
- Candidates are notified within 7 calendar days if they are certified.

Required Candidate Filings for Running for Office

- Any person desiring to become a statewide or legislative candidate and to have the person's name printed on the official ballot shall file with the Secretary of State's Office:
 - Nomination Petitions
 - Nomination Paper
 - Financial Disclosure Statement
 - Filed electronically by e-mail to <u>financial.disclosure@azsos.gov</u>
 - No longer needs to be notarized.
 - Candidate Filing Period: March 7, 2026 through April 6, 2026 at 5:00 p.m.

Write-In Candidates

- A write-in candidate must file all the documents that are required for other candidates (except nomination petitions), not later than 40 days prior to the Primary or General Election.
- Last Day to File as a Write-In Candidate Primary Election: June 25, 2026, at 5:00 p.m.
- Last Day to File as a Write-In Candidate General Election: Sept. 24, 2026, at 5:00 p.m.
- Only candidates who file complete, timely documents will:
 - Be considered "official write-in candidates,"
 - Have their names posted in the polling places and their votes counted,
 - Not be listed on the ballot or on an insert in an early ballot envelope.

\$5 Qualifying Contributions

Qualifying Period

August 1, 2025 – July 28, 2026

- During the qualifying period candidates can:
 - Collect \$5 qualifying contributions
 - Submit \$5 qualifying contributions to the Secretary of State's Office to receive Clean Elections funding
 - Raise and Spend Limited Contributions:
 - Early Individual Contributions
 - Personal & Family Contributions
- Ends one week before the 2026 Primary Election.

Qualifying Contributions Required

	Governor	Secretary of State	Attorney General	Treasurer	Supt. of Public Instruction	Corporation Commission	Mine Inspector	Legislature
Minimum	4000	2500	2500	1500	1500	1,500	500	200
Recommend 20% More**	4800	3000	3000	1800	1800	1,800	600	240

- The last day to collect contributions
 - July 28, 2026
- The last day to submit contributions:
 - August 4, 2026 at 5:00 p.m.

^{**}Commission recommends collecting <u>at least 20%</u> more than required.

\$5 Qualifying Contributions

- \$5 exactly, cash or check made payable to the candidate's campaign committee;
- Contributors:
 - Registered voters in the district;
 - May register person to vote, collect \$5 same day;
 - From any party affiliation;
 - Nothing of value can be exchanged for a contribution;
 - Married couples:
 - May give \$10;
 - Both must sign check;
 - Submit separate forms;
- Solicited or Unsolicited:
 - Solicitor must be eligible to register to vote;
 - Cannot be compensated to collect \$5.

\$5 Qualifying Contribution Forms

FOR	Reg. ID District		
CANDIDATE'S NAME (I Nombre del Candidato (Favo	Please Print):		
Nombre del Candidato (Favo	r de escribir con letra de imp	orenta)	
OFFICE SOUGHT (Include	District for Legislative Office	ce):	
Cargo Buscado (Incluya el D	istrito para un Cargo Legisto	itivo)	
CONTRIBUTOR'S NAME Nombre del Contribuidor (Fa	(Please Print):		
		mprenta)	
VOTER REGISTRATION		TIVE DISTRICT:	
Dirección de registro del voto			
SIREEICalle	CITY	ZIP	COUNTY
Calle	Ciudad	Código Postal	Condado
E-MAIL ADDRESS Dirección de Correo Electrón	nico		
SIGNATURE OF CONT			CONTRIBUTION
Firma del Contribu	idor	Fecha de	l la Contribución
SOLICITOR'S NAME (Ple			
	or de escribir con letra de im	prenta)	
,			
,	CITY	ZIP	COUNTY
,	CITY Ciudad	ZIPCódigo Postal	COUNTY
SIREEI Calla I, the undersigned, upon my oath the above contributor, who is to t To, el suscrito, bajo juramento y b de arriba, quien es, a mi leal sabe SIGNATURE OF SOLICIT	and under penalty of perjusy, c he best of my information and c gio pena de perjusio, certifico que r y entender, un elector calificado	ertify that I received a \$5. nowledge, a qualified elec- recibí una contribución d	.00 contribution from tor of this state.
STREEI Calla I. the undersigned, upon my oath the above contributor, who is to To, el suscrito, bajo junamento y to de arriba, quien es, a mi leal sabe SIGNATURE OF SOLICII Firma del Solicitante	and under penalty of perjury, c he best of my information and k ajo pena de perjurio, certifico que y y entender, un elector calificado COR:	ertify that I received a SS. aowledge, a qualified elec recibi una contribución d de este estado.	00 contribution from tor of this state. e \$5.00 del donante
Nombre del Solicitante (Faw STREEI Calle I, the undersigned, upon my oath the above contributor, who is to to fo, el suscrito, bajo juramento y be de arriba, quien et, a mi leal sabe SIGNATURE OF SOLICII Firma del Solicitante "I am exploring a candidacy for candidacy. If I formally declare: contribution as qualifying controllation on to run for office, this c"Estoy explorando una candidatura potencial. Si declaro contribution aro una contribuci impias. Si decido no participar en remitida al fondo practicipar en remitida	and under penalty of perjury, c the best of my information and is jo pena de perjurio, certifico quu- ry mitendar, un elector calificado OR: OR: Constitution and a constitution as a candidate, I will use your co buttos if I copt to participate in outribution will be returned to I mitendature formalmente, un in whilds it ideal oparticipar en in whilds it ideal oparticipar en	ertify that I received a \$5 nowledge, a qualified electracibi una contribución de este estado. is a measure of grassroot stribution for my campai the clean elections campa he contribution or remitte tratibución est ma medida cé su contribución para me sistema de finanzas de la sistema de finanzas de la	00 contribution from tor of this state, e \$5.00 del donante s support for my potential gn. I may use the gin finance system. If I d to the fund." d to the fund." d e approy local a mi i campaina. Puedo usar la campaina de elecciones

- The Commission provides qualifying contribution forms to candidates free of charge
 - Up to the recommended 20%
- Candidates may develop their own form, but it <u>must be</u> <u>submitted for Commission approval prior to use.</u>
 - Forms shall include:
 - printed name,
 - registration address,
 - signature of the contributor,
 - contribution date, and
 - solicitor information, if no solicitor then the candidate completes the section.
- Original for submission with the application for funding,
- 1 copy for the candidate's records, and,
- 1 copy given to the contributor.

\$5 Qual. Contributions & E-Qual



- Optional method of collecting petition signatures and \$5 Qualifying Contributions.
- Accessible through the Secretary of State's candidate portal.
- A candidate may collect all of their \$5 qualifying contributions through E-Qual.
- Candidates will need to set up an electronic payment account.
 - Candidates should refer to the E-Qual User Manual when establishing the campaign's payment account, available at azsos.gov.

CLEAN ELECTIONS FUNDING

Applying And Qualifying

W-9 Vendor Application Form

STATE OF WITCHIS SUBSTITUTE IT -> & TELINOT WITCHIS HERIOTI LOUIS				
Purpose: Establish or update a vendor account with the State of Arizona. This form meets the Federal requirements to request a taxpayor and the state of Arizona and Chairm for exemption, as well as the State of Arizona requirements for vendor establishment.				
Instructions: Complete form if 1. You are a U.S. person (including a resident alien); 2. You are a vendor that provides goods or services to an Arizona state agency, AND				
Return completed form to the state agency with whom you do business, for review and authorization. See instructions below or refer to the 16 Sinstructions at "William", 502V, for details on completing this form.				
Type of Request (Must select at least ONE) Tax ID Legal Name Entity Type Minority Business Indicate				
New Request New Cocation Onange Select the type(s) of Change From the following: Main Address Remittance Address Contact Information				
Taxpayer Identification Number (TIN) (Provide ONE Only)				
cial Security Number (SSN) OR Federal Employer Identification Number (FEIN)				
Entity Type Must select one of the following (Coding (X#) is for internal purposes only)				
Individual/Sole Proprietor or Sole Proprietor organized as LLC, PLLC (6) (State of Arizona employee (1E) STATE HRIS BIN				
Corporation NOT providing health care, medical or legal services (SA) CLC, PLLC organized as corporation NOT providing health care, medical or legal services (SA)				
Corporation providing health care, medical or legal services (SM) CLLC, PLLC organized as corporation providing health care, medical or legal services (SM)				
Partnership, LLP or Partnership organized as LLC or PLLC (SQ) A state, a possession of the US, or any of their political subdivisions or instrumentalities (4Q)				
An international organization or any of its agencies/instrumentalities (SU) Other. Tax Reportable Entity (SP)				
The US or any or its political subdivisions or instrumentalities (2G) Other: Tax Exempt Entity (5H)				
Entity Name (Must Provide Legal Name)				
Legal Name*				
Hust match SSN or FEIN given. If Individual OR Sale Proprietorship enter First, Middle, Last Name.				
Main Address Where tax information and general correspondence is to be mailed Remittance Address Where payment is to be mailed Same as Mai				
BA\Branch\Location DBA\Branch\Location				
ddress Address				
ity State Zip code Gty State Zip code				
Small Business (01) Canal Woman Owned Business Hispanic (01) Minority Owned Business African American (04) Small Business African American (02) Small Business African American (03) Small Business African American (03) Minority Owned Business African (03) Minority Owned Business African American (03) Minority Owned Business Other Minority (04) Minority Owned Business Other Minority (05) Minority Owned				
hone 8 Ext. Fax Email				
Certification Exempt from backup withholding interference of pull, certified in the control of the control o				
ignature Title Date				
STATE OF ARIZONA AGENCY USE ONLY VENDOR: DO NOT WRITE BELOW THIS LINE				
gency Authorization: Print Name Signature Title				
gency authorization: Print name agenture into				
STATE OF ARIZONA GAO USE ONLY VENDOR & STATE AGENCY: DO NOT WRITE BELOW THIS LINE				
IRS TIN Matching Corporation Commission				
IRS TIN Matching Corporation Commission Vendor Number Processed by Date Processed FRIS GAD-03 Other				

Fill out an Arizona W-9 Form and <u>return form to the</u> Commission office.

Form available online: <u>GAO-W-9 State of</u>
 <u>Arizona Substitute W-9.pdf (az.gov)</u>This
 form designates the candidate as a vendor and
 allows the Commission to process a check once
 the candidate is approved for funding.

ACH Form – Direct Deposit

ARIZONA DEPARTMENT OF ADMINISTRATION

STATE OF ARIZONA ACH AUTHORIZATION FORM

Original form is preferred. Please contact Vendor PayAutomation@azdoa.gov if you have questions about the form or setup process.

DO NOT SUBMIT COMPLETED FORM TO STATE OF ARIZONA AGENCIES. SUBMIT COMPLETED FORM TO:

DEPARTMENT OF ADMINISTRATION/GENERAL ACCONTING OFFICE

ATTN: VENDOR SETUP

100 N 15TH AVE. STE 302

PHOENIX, AZ 85007 ☐ Check if DES/DDD Provider Request Type (Select only ONE) ○ Change ○ Cancellation, Cancellation Reason: Taxpayer Identification Number (TIN) SSN - - -Legal Name, Address and Contact Information Address City State Zip Code Change Information - FOR CHANGE REQUEST ONLY ☐ Account Type Account Number ☐ Authorized Signers Previous Account Type Previous Financial Institution: Previous Account Number Savings Checking AUTHORIZATION FOR NEW SETUP, CHANGE(S) OR CANCELLATION Pursuit to A.R.S. Sec. 35-185, I authorize the Arizona Department of Administration (ADOA), General Accounting Office (GAO) to process payments owed to me by the State of Arizona (State) via Automated Clearing House (ACH) deposits. The State shall deposit the ACH payments in the financial institution and account designated elow. I recognize that if I fail to provide complete and accurate information on this authorization form, the processing of the form may be delayed or made impossible, and my electronic payments may be posted to the wrong account.

I authorize the State to withdraw from the designated account all amounts deposited electronically in error in accordance with NACHA rules and timelines. f the designated account is closed or has an insufficient balance to allow withdrawal, then I authorize the State to withhold any payment owed to me by the State until the erroneously deposited amounts are repaid. If I decide to change or revoke this authorization, I recognize that I must forward such notice to the ADOA-GAO. The change or revocation is effective on the day the ADOA-GAO processes the request. certify that I have read and agree to comply with the State's rules governing payments and electronic transfers as they exist on the date of my signature on this form or as subsequently adopted, amended, or repealed. I consent to, and agree to, comply with these rules even if they conflict with this authorization form. authorize the State to stop making electronic transfers to my account without advance notice. certify that I am authorized to contract for the entity receiving deposits pursuant to this agreement and that all information provided is accurate Additional Authorized Signers Authorized Signature Title Date **Authorized Signature** Title Date Addendum record format CTX CCD+ Detailed ACH payment can also be viewed online at http://venpay.gao.azdoa.gov. Financial Institution inancial Institution Name 6 Address (Optional) City Zip Code Routina Number Account Type Checking Savings Account Number GAO USE ONLY Verified and Entered By And Date Address ID /endor# Entity Contact Verified By Ooc Number Entered Approved By GAO-618 (10/2019

- Fill out this form and return it to the Commission. This allows Commission staff the ability to track it and ensure it is processed in a timely manner.
- Hard copy checks are no longer used.

Prior to Applying for Funding

- Collect at least 20% more qualifying forms than required
- Verify the \$5 qualifying forms before submitting them
 - The County Recorders offer access to the Voter Registration Database for verification
 - Verify the forms are:
 - Signed
 - Dated
 - Person is registered to vote in the district
- Remember the Deadline! Don't Procrastinate!
 - Last day to submit contributions to Secretary of State's Office <u>August 4, 2026 at 5:00 p.m.</u>

Contents of Filing for Funding

- Application to Receive Participating Funds including:
 - The \$5 Qualifying Contribution List.
 - E-Qual Report if \$5 Qualifying Contributions were collected through E-Qual system.
- All <u>original</u> \$5 qualifying contribution forms sorted by county.
- A check made payable to "Clean Elections Fund" from your campaign bank account for the total amount of \$5 qualifying contributions submitted.
- Contact the Secretary of State's Office ahead to make an appointment for filing your application package.
 - Candidates can apply for funding starting January 1, 2026 if they also submit their <u>nomination papers and petitions at the same time</u>.

\$5 Qualifying Contribution Verification Process

- Secretary of State will forward your \$5 qualifying forms to the County Recorder for verification
 - The County Recorder has 10 days to verify your forms.
- County Recorders will reject the qualifying form if:
 - Unsigned
 - Undated
 - Signature doesn't match voter registration signature
 - Person is not registered to vote in the district
 - Original reporting slip does not accompany contribution

Random Sample Procedure

- A 5% or 20% random sample is selected by the Secretary of State's office.
- Sent to the County Recorder(s) office for verification.
- Sample accuracy is 110% or greater:
 Funding Granted!
- Sample accuracy less than 110%:
 All qualifying contributions must be verified!

20% Random Sample Procedure Example

- Legislative Candidate Example:
- A candidate for a legislative seat submits 240 qualifying contributions.
- Secretary of State takes 20% sample of 240, which is 48.
 - If 48 of the 48 are valid, 48 x 5 is 240, 240/200 is 120% which is above 110%. Therefore, funding is granted.
 - If 43 of the 48 are valid, 43 x 5 is 215, 215/200 is 108% which is below 110%. Therefore, all 240 \$5 qualifying contribution forms must be verified by the county recorder.

Supplemental Submission

- If there is an insufficient number of valid forms after the County Recorder checks all of the submitted forms, the candidate may make one supplemental filing to the Secretary of State's office only if:
 - The candidate files <u>at least the minimum</u> number of additional forms needed to qualify for funding;
 - The additional forms are not duplicates from individuals who have previously contributed to that candidate; and
 - Deadlines for collecting and submitting \$5 qualifying contributions have not passed.
- The candidate will be denied funding if, following the supplemental filing, the County Recorder determines that the candidate has failed to submit the required number of valid qualifying contributions.

Receiving Funds

- The Secretary of State's office will notify the Commission once the candidate has qualified for funding.
- Once notified, the Commission will inform the Department of Administration (DOA) to process the funding as well as inform the candidate that they have been funded. The funding is directly deposited in to the candidate's campaign bank account typically 2-4 business days after DOA is notified depending on the candidate's bank.
- All candidate funding is awarded electronically via direct deposit. To allow for a timely deposit, candidates should review their W-9 to ensure all information is accurate. Any errors will lead to a delay in funding.

Receiving Funds cont.

<u>NEW - R2-20-106 & R2-20-706 - NEW</u>

- Prior to a candidate receiving funds (whether the primary or general) from the Commission, the candidate must submit a sworn, notarized statement stating that under penalty of perjury:
- 1. <u>All</u> campaign finance reports have been filed.
- 2. <u>All</u> campaign finance reports are complete and accurate including all reporting requirements related to vendors and subcontractors.
- 3. All conditions related to the use of consultants have been met.
- Failure to file campaign finance reports will result in a delay in funding and daily fines.
- Once funding is authorized and a candidate has NOT filed campaign finance reports, within 5 days of the failure to file, the Commission will ask for the funds to be returned.

Clean Elections Funding Amounts

Election Funding	Governor	Secretary of State	Attorney General	Treasurer	Supt. Of Public Inst.	Corporation Commission	Mine Inspector	Legislature
Primary	\$1,141,328	\$295,743	\$295,743	\$147,836	\$147,836	\$147,836	\$73,943	\$23,099
General	\$1,711,992	\$443,615	\$443,615	\$221,754	\$221,754	\$221,754	\$110,915	\$34,649
Independent	\$1,997,324	\$517,550	\$517,550	\$258,713	\$258,713	\$258,713	\$129,400	\$40,423

Independent candidates:

 Receive one (1) disbursement of 70% of the combined primary and general election funds.

One Party Dominate Legislative Candidates:

- Legislative candidates who are in a one-party dominant district may choose to receive the general funding amount in the primary election if they are a member of the dominant party and in a contested primary.
- Candidates who make this choice will receive an amount equal to the primary election funding amount in the general election.

CAMPAIGN FINANCE

Reporting Requirements, Contributions, Expenditures, and Usage of Funds

Campaign Finance Disclosure

- Candidates must file campaign finance reports electronically with the Secretary of State's office.
 - Accessed through the Secretary of State's website at www.azsos.gov
 - Each report must include all contributions, expenditures, outstanding debt, and financial activity for the reporting period.
- Participating candidates are required to file additional campaign finance reports.
 - Reports are reviewed by the Commission staff.
 - Failure to file any report will result in daily fines of \$220 for legislative candidates and \$600 for statewide candidates, and will delay funding. Additionally, candidates may be required to repay all of their Clean Election funds.

Campaign Contributions

A.R.S. §16-901(11)

- "Contribution" means any gift, subscription, loan, advance or deposit of money or anything of value made for the purpose of influencing an election. This includes:
 - A contribution that is made to retire campaign debt from a previous election cycle.
 - Money or fair market value of anything that is directly or indirectly provided to an elected official for the specific purpose of defraying the expense of communications with constituents.
 - The full purchase price of any item from a committee.
 - A loan that is made to a committee for the purpose of influencing an election, to the extent the loan remains outstanding

Early Individual Contributions

Candidate Type	Early Contribution Limit		
Legislature	\$5,775		
Mine Inspector	\$18,486		
Corporation Commission	\$36,959		
Supt. Of Public Inst.	\$36,959		
Treasurer	\$36,959		
Attorney General	\$73,936		
Secretary of State	\$73,936		
Governor	\$76,880		

- Contributions collected during the Qualifying Period only
 - \$220 per individual monetary, in-kind contribution or loan
 - Received from individuals only
 - Does not have to be resident of Arizona
 - Does not have to be registered to vote
 - Legal residents of the United States only
 - May <u>not</u> be received from PACs, corporations, businesses, unions, LLC, etc.
- Must be received and spent by <u>July 28, 2026</u>
 - Any remaining early contributions must be sent to the Commission.

Personal & Family Early Contributions

 Candidates may spend a limited amount of their own monies or family monies on their campaign.

• Statewide: \$1,910

Legislature: \$970

- Personal and family contributions are in addition to early individual contributions.
- Personal contributions must be spent by <u>July 28, 2026</u>.
 - Any unspent personal contributions must be returned to the contributor.
- "Family member" means parent, grandparent, aunt, uncle, child or sibling of the candidate or the candidate's spouse, including the spouse of any of the listed family members, regardless of whether the relation is established by marriage or adoption.

Other Early Contribution Types

Loans

- A loan is a contribution.
- Candidate may designate personal contribution as a loan.
- Other individuals may loan money to the campaign.
- Loans apply towards early contribution limits.
- Loans must be repaid promptly upon receiving Clean Elections funding (within 7 days).

In-Kind Contributions

- An in-kind contribution is a contribution of goods or services or anything of value.
- In-kind contributions apply towards early contribution limits.

Disclosure Requirements for Contributions

- A campaign finance report must include all contributions accepted by the committee through the end of the reporting period.
- Each contribution shall include the name, address, occupation and employer of the contributor.
- Contributions of \$100 or less may be aggregated.

Contributions Exceptions

A.R.S. §16-911

- Campaign Volunteers A volunteer's services or expenses that are incurred through volunteering are not considered campaign contributions. Volunteer services are unlimited and do not need to be reported such as:
 - Travel expenses
 - Use of real or personal property
 - Cost of invitations, food or beverages event expenses
 - Internet activity such as the use of unpaid e-mail and social media
- **Political Party Exception** A payment by a political party to support its nominee is not a contribution (e.g. printing or distribution of voter guides, sample ballots, pins, bumper stickers, handbills, brochures, posters, yard signs and other similar materials distributed through the party). This also includes expenditures that are coordinated with the party's nominee.
- **Legal and Accounting Services** The payment of a committee's legal or accounting expenses by any person is not considered a campaign contribution.

Campaign Expenditures

A.R.S. §16-901(25)

Expenditures

- An "expenditure" means any purchase, payment or thing of value that is made by a person for the purpose of influencing an election.
- All expenditures made by the campaign committee must be reported in the period in which they are incurred.
- Participating candidates may only use campaign funds to pay for goods and services for direct campaign purposes.

Campaign Expenditures Cont.

Joint Expenditures

 A joint expenditure is made when two or more candidates agree to share the cost of goods or services.

Reimbursements

- A candidate may authorize an individual to make campaign expenditures as long as the campaign has sufficient funds to make the purchase. The date of the expenditure is when the purchase is made by the agent.
- If the agent uses their personal monies, a reimbursement from the campaign must be made within 7 calendar days.
- The expenditure must be reported as an itemized expenditure.
- Expenditures for campaign consulting or advising must have a detailed description of the service provided in the campaign finance reports

Campaign Expenditures & Consultants

- A "Campaign Consultant" is any person paid by a participating candidate's campaign or who provides services that are ordinarily charged to a person, except for services provided for in ARS §16-911(6)(b).
- Participating candidates may only make an advance payment for services if an itemized invoice is received at the time of the advanced payment.
 - If an invoice is not provided it will be deemed to not be a direct campaign expenditure.
 - Advance payments for postage or advertising may be advanced if a written estimate is provided and the balance returned to the candidate.
- The Commission shall be included on the mail batch for all mailers and invitations.
 - Failure to provide this information within 7 days after the mailer has been mailed may be considered as evidence the mailer was not for a direct campaign purpose.

Campaign Expenditures & Political Parties

• With the passage of Proposition 306 in 2018, participating candidates are prohibited from transferring money to political parties and/or 501(a) entities.

Use of Prior Assets

- A participating candidate may use assets from a prior election cycle.
 - The candidate must purchase the assets from the previous campaign committee.
 - If the candidate was a participating candidate during the prior election cycle, the payment for the asset must be made to the Commission.
 - The purchase must be made for an amount equal to at least 1/5 (or 20%) of the original purchase price.
- Prior assets may not be utilized until payment has been made.

Fixed Assets

- A fixed asset is an item that has a value and function beyond the campaign (i.e. tablets, computers, cell phones, printers).
- Candidates that purchase a fixed asset that exceeds \$200 (including tax) have two options:
 - 1. Pay the Commission 80% of the original purchase price (including the tax) and keep the item.
 - Give the item to the Commission.
- Purchase of fixed assets, or return of fixed assets, must occur within 14 days after the primary election, or general election if the candidate was successful in the primary.

Travel Expenses

- Travel expenses that are directly related to the campaign may be paid for with campaign funds and if so, must be reported.
 - Volunteers can be reimbursed for travel expenses (up to 62.5¢ per mile).
 - Candidates may only make direct fuel purchases for their personal vehicles.
 - If a candidate makes direct fuel purchases (candidate only) or reimbursements for mileage (candidate or volunteers), a travel log of the trip must be kept and include: date, miles traveled, and potential reimbursement rate (up to 62.5¢ per mile).
 - Bus tickets, plane tickets, rental cars, etc. purchased on behalf of the campaign must be paid for with campaign funds and must be reported.

	ean Elections Com bursement Form	Rate Per Mile (Not to Exceed 44.5 cents) Reporting Period of Travel Total Mileage Total Reimbursement		A STATE OF THE STA	COMMISSION
Date	Starting Location	Destination	Description/Notes	Mileage	Reimbursement

Food Expenses

- Maximum per person of \$11 for breakfast, \$16 for lunch, \$27 for dinner.
- All food expenditures paid for with campaign funds must be reported.
- Food expenses for candidates are discretionary.
 - Any expenditure must be directly related to a candidate's campaign

Petty Cash Expenditures

- Cash balance not to exceed \$1,910 at any time.
- Cash expenditures not to exceed \$220.
- Keep receipts for actual expenses.
- Campaign finance reports must identify the full name and street address of the person providing goods and services for expenditures paid with petty cash.
 - This includes any payment to a sub-vendor (itemization) made on behalf of the campaign.

Itemized Expenditures

- Expenditures must be itemized when:
 - A candidate has authorized another agent to make campaign purchases and personal monies are used (i.e. reimbursements).
 - Consultants or vendors use services from other vendors in their fulfillment of the candidate's campaign expenditure.
 - A candidate makes a petty cash expenditure.

Campaign Expenditures & Family

- A family member hired by the campaign must be identified as "family member" on the campaign finance reports (use the transaction memo line).
- A family member's business hired by the campaign must be identified as "family business" on the campaign finance report (use the transaction memo line).

Additional Expenditure Limitations

- Participating candidates <u>may not</u> use campaign funds for the following:
 - Cost of legal defense
 - Personal use, which includes:
 - Household food items
 - Clothing (Suits, Shoes, Ties, Accessories, etc.)
 - Tuition payments
 - Mortgage, loan, rent, lease or utility payments for any part of any personal residence of the candidate or a member of the candidate's family
 - Admission to a sporting event, concert, theater, or other form of entertainment
 - Dues, fees or gratuities at a country club, health club, recreational facility or other nonpolitical organization
 - Gifts or donations
 - Fixed assets with a value in excess of \$800

Post-Election Return of Monies

- Remaining primary monies <u>cannot</u> be transferred forward to the general election period.
 - All money remaining in your account at the end of the primary election must be returned to the Commission by <u>August 11, 2026</u>.
 - All money remaining in your account at the end of the general election must be returned to the Commission by <u>December 4, 2026</u>.
 - You may only retain monies sufficient to pay any outstanding bills.
 Must be paid within 30 days.
 - No new bills may be incurred.

Post-Election Return of Monies

- All funds need to be returned by a cashier's check drawn on the candidate's campaign bank account and MUST be returned no later than 2weeks after the election.
 - Any fees for the issuance of the cashier's check are a direct campaign expenditure and should be reported on campaign finance reports.
- Candidates must account for all outstanding transactions in the funds returned to the Commission otherwise they will need to reconcile outstanding expenditures with personal monies.
 - The Commission will not issue reimbursements to candidates once the funds have been returned.
 - Participating candidates may not exceed the primary or general election spending limits.
- The Commission may waive the return of the funds if:
 - The Commission staff determines the amount to be returned to be de minimus;
 - The Commission staff determines the cost of recovery exceeds the amount of the return;
 - The funds to be returned shall not exceed \$25; and
 - The Commission is notified of any waiver of the return of funds.

Record Keeping

- Keep <u>all</u> records for 3 years, including but not limited to:
 - Bank Statements and Deposit Slips
 - Receipts/Invoices
 - Check Register
 - Travel Log
 - Contracts from vendors
 - Bills
 - Documentation of contributions from individuals
 - \$5 qualifying contribution forms
- All participating candidates will be subject to an audit. Audits will begin after either the primary or general election. <u>The audit will</u> <u>include all campaign activity from the start of your campaign</u> <u>until the end.</u>
- Commission staff and auditors will request documentation.
- The candidate has the burden of proving every expenditure was made on behalf of the campaign

Campaign Finance Activity Key Points

- Conduct all campaign finance activity through a single bank account.
- 2. Do not exceed contribution and expenditure limits.
- 3. Do not use campaign funds for personal use.
- 4. Remember participating candidates have the burden of proving that expenditures are for a direct campaign purpose keep all of your records.
- 5. Itemize reimbursements, petty cash expenditures, or any expenditure that utilizes a sub-vendor.
- 6. Provide detailed information in the transaction memo line for any consulting services or expenditures made to family members.
- Do not "carry over" primary money to the general election.

VOTER EDUCATION

Candidate Statement Pamphlet & Debates

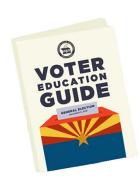
Voter Education-Debates

- Participating candidates are required to attend a Commission sponsored debate during both the primary and general election periods. Traditional candidates are invited and encouraged to attend.
- Commission staff will notify you of the candidate debate dates.
- Failure to attend a debate may result in an enforcement action.
- Voters will be notified via multiple communication channels of the debate schedule and participants.
- Independent and write-in candidates will not be invited to participate in primary-election debates.



Voter Education Candidate Statement Pamphlet

- Candidates may submit a statement, bio and photo for inclusion in the pamphlet which will be mailed before early voting in the primary and general elections.
- Statements, bios and photos must be submitted online at www.azcleanelections.gov.
- Deadlines for Statements*
 - Primary Midnight, April 1, 2026
 - General Midnight, August 5, 2026
- Statements will be available in the printed pamphlet and digitally.
- Independent and write-in candidates will not be able to submit statements or bios for the primary election pamphlet.



^{*} dates subject to change

Candidate Compass

- Candidate Compass Tool:
 - Present information in an unbiased way
 - Let voters filter information according to the issues that matter to them
 - See where the candidates stand on the issues
 - Make sure the research tool is easy-to-use and information is presented in an easy-to-understand way
- Candidates will be able to submit their answers for Candidate
 Compass when submitting their statement for the candidate statement pamphlet.



Additional Materials

Citizens Clean Elections Guide

Available on the Commission's website: www.azcleanelections.gov

\$5 Qualifying Contribution Forms

Available from the Commission and can be picked up at:

Citizens Clean Election Commission 1110 W Washington, Suite 250 Phoenix, AZ 85007

- Download from the Commission's website: www.azcleanelections.gov
- Available to be mailed to the Candidate sent via FedEx

Commission Staff

- Mike Becker, Policy Director
- mike.becker@azcleanelections.gov

Phone: 602-364-3477

Toll free: 1-877-631-8891

PARTICIPATING CANDIDATE WORKSHOP

Conclusion