



STATE OF MAINE  
 COMMISSION ON GOVERNMENTAL ETHICS  
 AND ELECTION PRACTICES  
 135 STATE HOUSE STATION  
 AUGUSTA, MAINE  
 04333-0135

To: Commissioners

From: Lorrie Brann, Commission Assistant  
 Jonathan Wayne, Executive Director

Date: May 19, 2016

Re: Staff Update on Candidate Registrations and Administration of Maine Clean Election Act Program

This memo is to update you on the activities of the Commission staff in the past 4 ½ months. This is one of the busiest periods in our two-year election cycle. The staff has been processing registrations from candidates, following up for missing information and forms, answering questions from candidates, treasurers and others, processing requests for Maine Clean election Act funding, etc. At this time, we wanted to provide you with an overview of the process and how this election year is progressing.

**Candidate Registrations**

To date, 504 candidates have registered with the Commission. Of the 504 registrations processed, there were 18 withdrawals/terminations and over 30 status change requests. Currently, there are:

- 320 House candidates
  - 184 MCEA candidates
- 86 Senate candidates
  - 52 MCEA candidates
- 78 County candidates

When a candidate registers, the following forms may be filed:

<b>Maine Clean Election Act</b>	<b>Traditionally Financed</b>	<b>County</b>
Registration	Registration	Registration
Declaration of intent to participate in MCEA program	Code of fair campaign practices*	
Vendor form (accounting form required by Controller)	Statement of voluntary spending limits*	
Code of fair campaign practices*		
Electronic funds transfer form*		

\*Optional

Candidates sometimes do not file all forms required, or the forms may be incomplete. Commission staff follows up with the candidates via email and telephone calls until all required forms and information are submitted. This year, all legislative candidates received a Quick Guide (a concise overview of the candidates' campaign responsibilities). In addition, all candidates were given the option of receiving a 2016 Candidate Guidebook or accessing it on the Commission's website.

During an election year, Commission staff regularly checks the Secretary of State's website to ensure all candidates who have qualified for the ballot by petition have registered with the Commission. Staff will mail a Getting Started packet with cover memo to candidates who are not registered with the Commission. If the candidate does not respond, staff will:

1. Send a follow-up memo with a registration form and self-addressed envelope;
2. Attempt to contact the candidate via telephone and/or email;
3. Contact the party caucuses about getting the candidate to register;
4. Send a final notice with a registration form and self-addressed envelope; and
5. Place unregistered candidate on Commission Meeting agenda.

### **Requests for Maine Clean Election Act Funding**

Candidates seeking Maine Clean Election Act funding were required to submit qualifying contributions and Receipt & Acknowledgement forms signed by the contributors before the deadline of 5:00 p.m. on April 20<sup>th</sup>. The majority of candidates filed their requests in the week before the deadline.

After each application is complete, the Commission staff has three business days to make its decision whether the candidate has met all the requirements ("certification"), including the following steps:

- verifying that all donations of \$5 meet the requirements to be considered a valid qualifying contribution (in terms of date, payee, amount);
- checking that all contributors have signed the Receipt & Acknowledgement forms;
- checking that signatures appear authentic by comparing signatures on Receipt & Acknowledgement forms against checks or money orders;
- reviewing online contributions for appropriate date and credit card
- confirming that candidates have submitted proof that contributors were registered to vote in the candidate's district;
- checking that the candidate's financial activity meets the requirements for seed money.

The Commission staff received 235 requests for Maine Clean Election funds. 230 candidates have been certified. Two have been denied. The remaining three are under active consideration. (The Commission Rules permit candidates to submit their seed money report or alphabetical lists of contributors after the deadline.) Thank you.