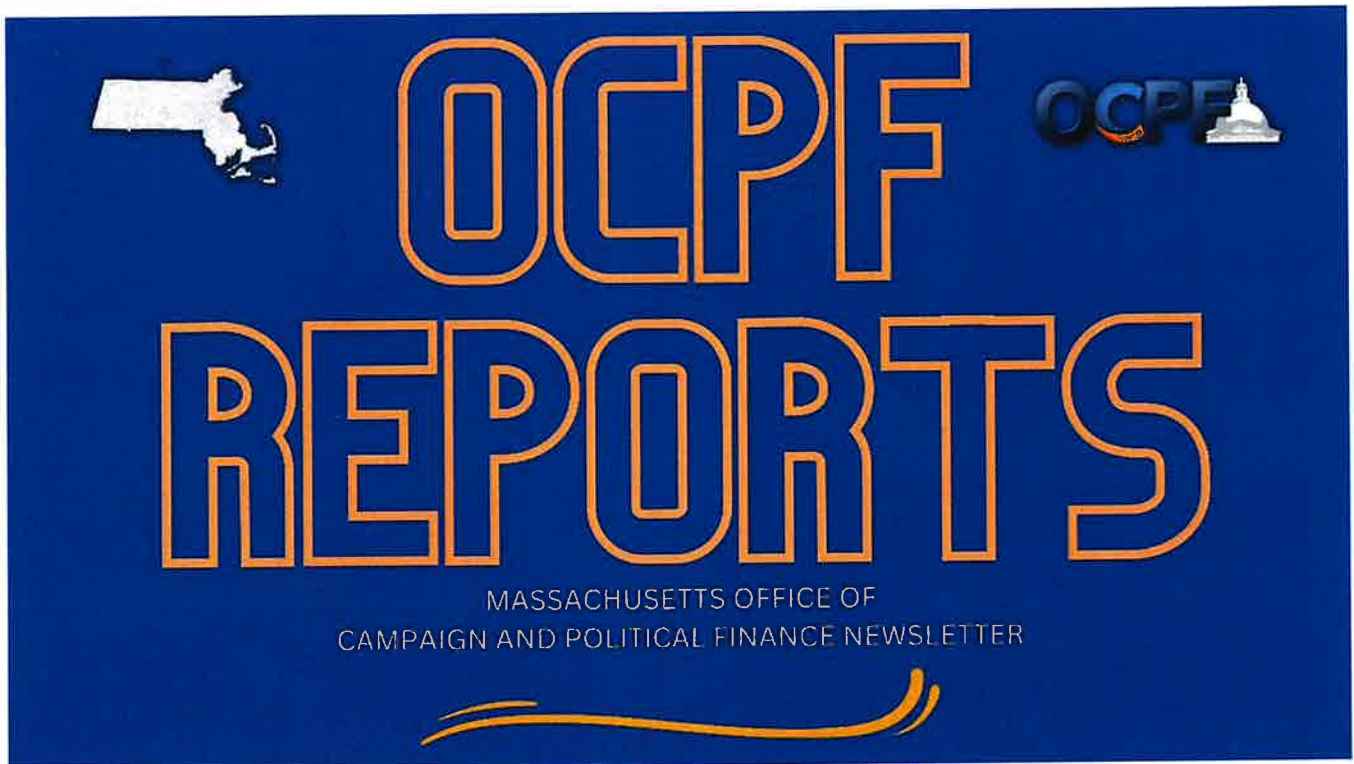


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AUGUST 2023



Updated Online Political Committee Treasurer Training



OCPF's online training program has been refreshed and expanded.

The update features engaging, tailored content relevant to each committee and prepares treasurers for the important duties of their office. Videos, graphics, images, and narration highlight key issues in the campaign finance law.

The training is mandatory for all committee treasurers who file with OCPF.

Getting to the training is simple. After the treasurer logs into OCPF's reporting software **Reporter 7**, go to "Tools" and then "Treasurer Training". The training session typically takes 30 minutes. Treasurers are required to take training within 30 days of accepting the office and every two years thereafter. All treasurers should complete the updated training by December 31, 2023.

As part of OCPF's continuing educational efforts, the training will be soon available on the agency's public website for anyone interested in learning more about the campaign finance law in Massachusetts.

Fall Elections Filing Requirements

From Pittsfield in the west to New Bedford in the south and Newburyport up north, city candidates will file campaign finance reports this fall. Where and when they file depends on the office they seek.

Municipal OCPF Filers

All mayoral candidates from every city and all city council candidates in the following cities file reports with OCPF: Boston, Brockton, Cambridge, Fall River, Framingham, Haverhill, Lawrence, Lowell, Lynn, Malden, New Bedford, Newton, Quincy, Somerville, Springfield, Waltham and Worcester. If you are a candidate for one of these offices, and you've not yet organized, go to **Getting Started** and register with OCPF before spending or raising funds for your campaign. Municipal candidates who file with OCPF continue to update their campaign finance spending information when monthly bank reports are filed, and e-file deposit reports as deposits are made at the bank, but they do not file pre-preliminary or pre-election reports.

Municipal Filers Who Submit Reports to Local Election Officials

All other local candidates file with the local election official in their community. Candidates for these offices can also go to **Getting Started** and click on "Local Officials." Candidates should file their Statement of Organization with their local election official before raising and spending campaign funds. The candidates can use OCPF's Reporter 7 software to prepare their reports, which they then print, sign and file locally. If a candidate's name is on a preliminary ballot and that candidate files locally, a report is due eight days prior to the preliminary election. Candidates on the final election ballot and unsuccessful candidates from a preliminary election submit a pre-election report on October 30 for the November 7 election. Want to know your filing dates? Use our **Election Schedule Calculator**.

Senate Special Election

Next month, candidates set to appear on the Oct. 10 primary ballot and Nov. 7 general election ballot for the Worcester & Hampshire Senate seat, will be posted to our special election page, [here](#). Candidates in the special election should organize with OCPF before raising and spending funds for their campaign by going to **Getting Started**.

DEPOSITORY LEGAL TIP

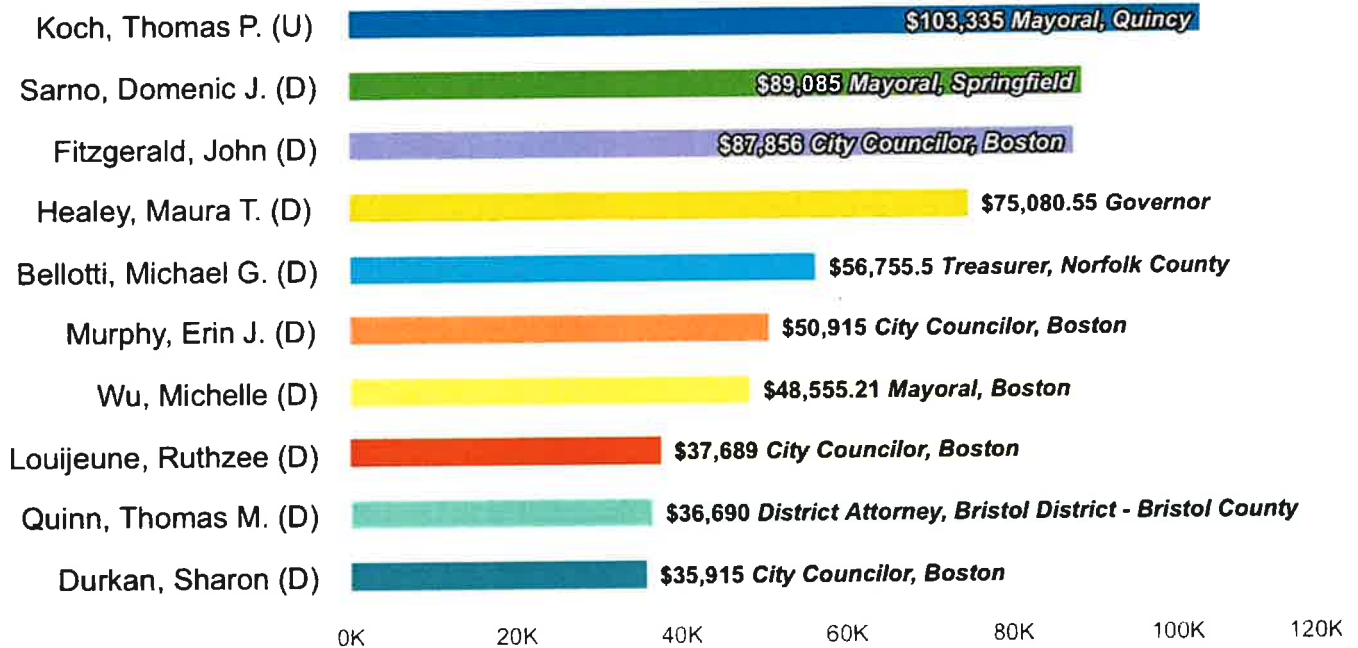


If you are a depository candidate or committee who files with OCPF, we hope you're familiar with the phrase above because it's one of the most important campaign finance rules we have. Keep in mind that banks report depository candidate and PAC activity each month based on campaign checking account transactions. If a candidate in the depository system used personal funds for direct campaign expenses, there would be no public disclosure of the activity. Banks can't track expenditures made using personal accounts.

MONTHLY FUNDRAISING CHARTS TOP 10: JULY

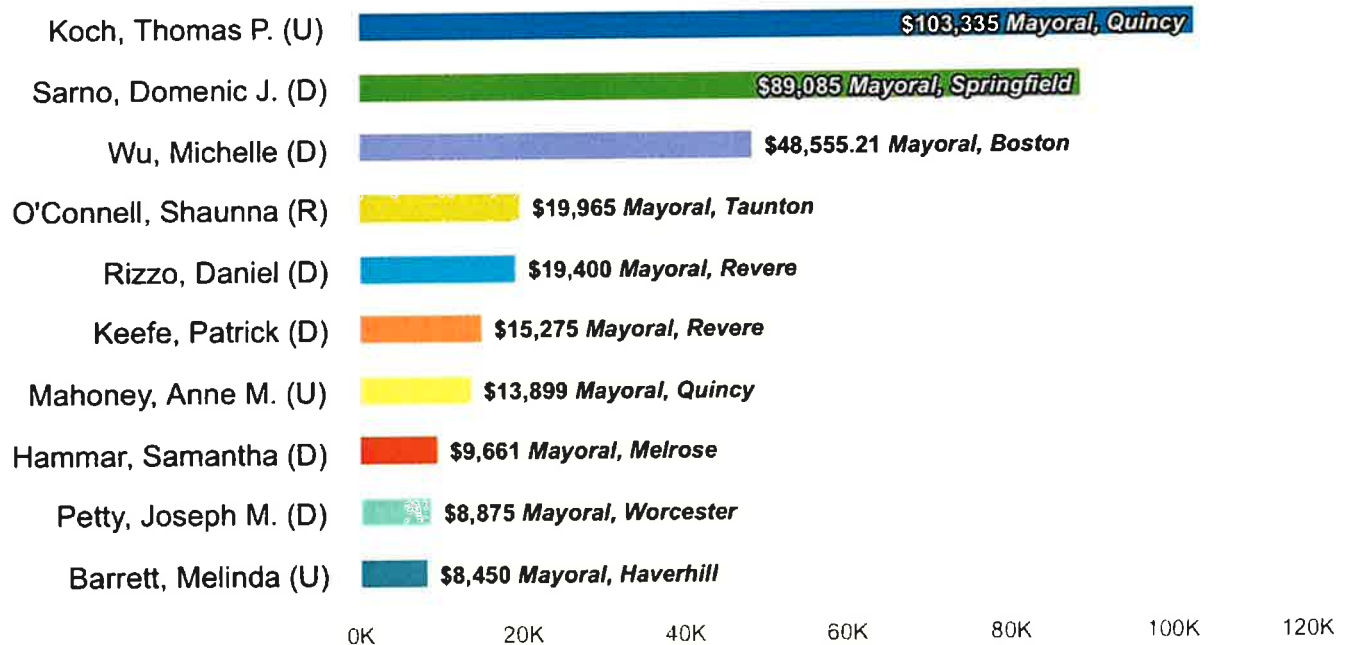
Total Raised: Top 10 Candidates

Total contributions between 07/01/2023 and 07/31/2023



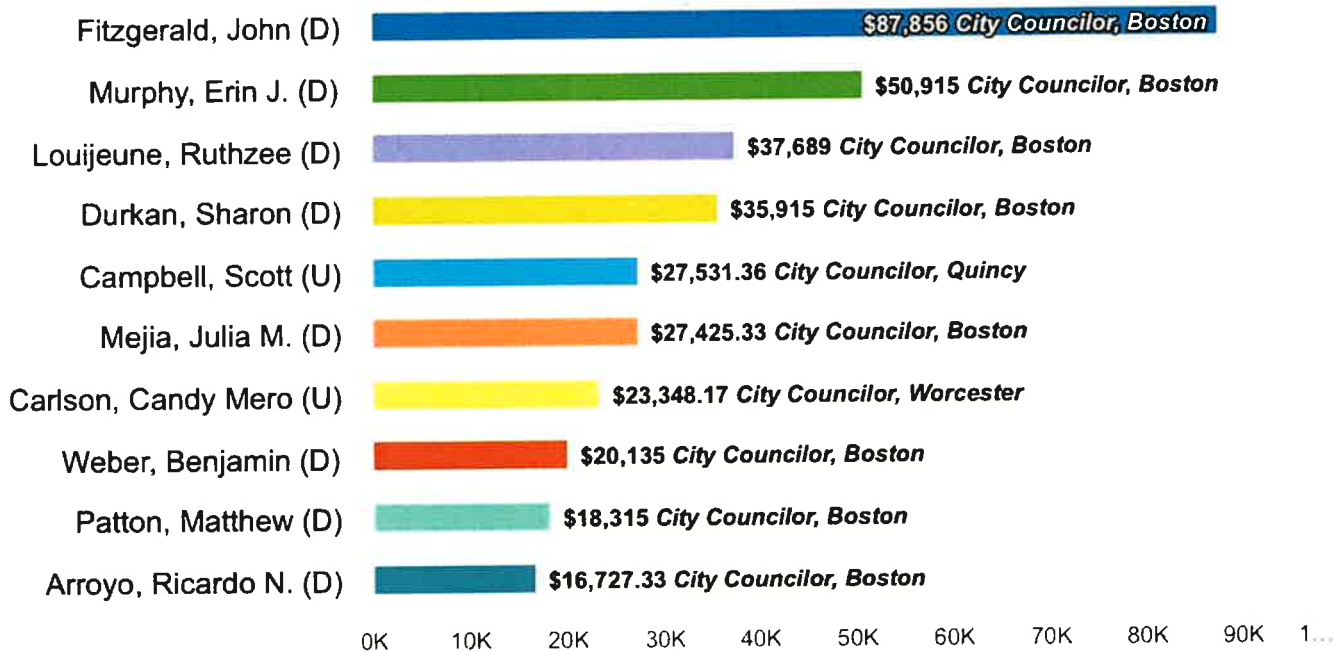
Total Raised: Top 10 Candidates (Mayoral)

Total contributions between 07/01/2023 and 07/31/2023

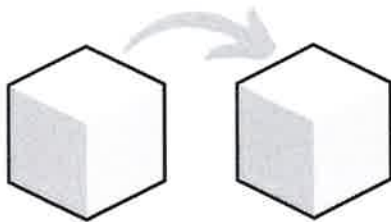


Total Raised: Top 10 Candidates (City Council)

Total contributions between 07/01/2023 and 07/31/2023



Running for a different office?



It is common for candidates who hold one office, or are organized for a specific office, to decide to run for other offices. If they do, the candidate will file a **Change of Purpose form**.

Where they file depends on the offices. If both offices file with OCPF, file with OCPF. If both offices file with a local election official, file with that official. If one office files with OCPF and the other locally, contact OCPF to assist you in filing a transition-in or transition-out report. If you're transitioning-in from a local office to OCPF, please **click here** for guidance.

SPENDING

REMEMBER THE "FOR" WHEN DESCRIBING THE PURPOSE OF AN EXPENDITURE



"SOCIAL MEDIA CONSULTING FOR APRIL"

"FACEBOOK BOOSTS FOR CAMPAIGN KICKOFF"

"FOOD AND DRINK FOR GOTV VOLUNTEERS"

"HOTEL ROOM FOR WESTERN MASS. EDUCATION CONFERENCE"

"LAWN SIGNS FOR CAMPAIGN"

OCPF focuses on an educational theme each month. For the month of August, it's a focus on finding campaign finance data.

Type "FindIt" into the search engine at www.ocpf.us for resources, and check our social media pages.



**KNOCK, KNOCK.
WHO'S THERE?
FILER.
FILER WHO?**



FILER CAMPAIGN FINANCE REPORTS ON TIME

“

**Candidates and
committees face potential
fines of \$25 per day for
late reports, and may be kept
off the ballot.**

”



OCPF@mass.gov / www.ocpf.us

