

Office of Campaign Finance FY2021

Agency Office of Campaign Finance

Agency Code CJO

Fiscal Year 2021

Mission The mission of the Office of Campaign Finance (OCF) is to regulate and provide public disclosure and transparency to protect and ensure public trust in the integrity of the election process and government service.

Summary of Services The Office of Campaign Finance processes and facilitates the public disclosure of financial reports, which are required by law to be filed with the OCF. OCF also performs desk reviews and develops statistical reports and summaries of the financial reports; encourages voluntary compliance by providing information and guidance on the application of the District of Columbia Campaign Finance Act of 2011 (the Act), as amended, through educational seminars, interpretative opinions, and the OCF Web Site; and enforces the Act through the conduct of audits, investigations, and the informal hearing process.

2021 Accomplishments

Accomplishment	Impact on Agency	Impact on Residents
The Office of Campaign Finance published the 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. The Report presents data based on financial transactions reported in the Receipt and Expenditure Reports filed with the OCF covering the start of the campaigns 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 the 2020 Special 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 accomplishment of this Initiative ensured the Agency's compliance with D.C. Official Code Section 1-1163.32j which required the publication of the Report, and the responsibility of the Agency to provide full disclosure and transparency to campaign operations.	The publication of the Post-Election Report for the 2020 Election Cycle and the 2020 Special Election Cycle for City Council, Ward 2, provided the residents of the District of Columbia with an overview of the first election cycle during which the Fair Elections Program was fully implemented, and the specific data underlying the disbursement of public funds to the Candidates certified to participate in the Fair Elections Program during the 2020 Election Cycle and the 2020 Special Election Cycle.
The Office of Campaign Finance successfully implemented the Fair Elections Program during the 2020 Election Cycle, the first election cycle of the Program. The 2020 Election Cycle closed on November 3, 2020, the date of the General Election in the District of Columbia. There were twenty (20) candidates certified to participate in the Fair Elections Program in the November 2020 General Election, and twelve (12) candidates certified to participate in the Fair Elections Program in the June 2, 2020 Primary Election. The total sum of \$4,016,797.64 was disbursed from the Elections Fund to the thirty-two (32) candidates who participated in the 2020 Election Cycle, and to the four (4) candidates who were certified to participate in the Fair Elections Program in the June 16, 2020 Special Election, City Council, Ward 2. Of significance, the FEP candidates were elected and certified by the Board of Elections on December 2, 2020 in seven (7) of the eleven (11) seats for covered offices available for election to Public Office in the November 3, 2020 General Election.	The Fair Elections Program is established within the Office of Campaign Finance, and it was the responsibility of the Agency to fully implement the Program which provides public funding to qualified campaign operations.	The Fair Elections Program met all of its goals, including, to provide an incentive for more candidates to compete in the electoral process, to encourage District residents to have greater participation in the electoral process, and to amplify the voices of District residents by matching qualified small dollar contributions.

2021 Key Performance Indicators

Measure	Frequency	FY 2019 Actual	FY 2020 Actual	FY 2021 Target	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual	Was 2021 KPI Met?	Explanation For Unmet KPI
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 Measures)											
Percent of Interpretative Opinions issued within thirty (30) days	Quarterly	100%	100%	100%	No applicable incidents	No applicable incidents	No applicable incidents	100%	100%	Met	
Percent of expedited advice for time-sensitive election related matters issued within fifteen (15) days of request	Quarterly	100%	100%	100%	100%	100%	100%	100%	100%	Met	
Percent of informal hearings conducted and closed before the next filing deadline	Annually	1225%	100%	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	100%	Met	
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)											

Measure	Frequency	FY 2019 Actual	FY 2020 Actual	FY 2021 Target	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual	Was 2021 KPI Met?	Explanation For Unmet KPI
Percent of matching payments directed for disbursement to participating candidates within five (5) business days after the receipt of financial reports	Quarterly	New in 2021	New in 2021	New in 2021	100%	100%	100%	100%	100%	New in 2021	
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	Annually	100%	100%	100%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	100%	Met	

2021 Workload Measures

Measure	FY 2019 Actual	FY 2020 Actual	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual
1 - Enforcement Program (3 Measures)							
Total number of informal hearings conducted	165	102	44	45	49	59	197
Total number of investigations completed within 90 days	3	5	1	0	No applicable incidents	No applicable incidents	1
Total number of Interpretative Opinions and Expedited Advice issued	1	20	15	7	6	7	35
2 - Educational Outreach Services (1 Measure)							
Total number of mandatory training conferences conducted	45	145	5	4	9	18	36
3 - Audit Programs (2 Measures)							
Total number of financial reports reviewed, evaluated, and analyzed for the reporting period	1274	767	258	345	107	168	878
Total number of periodic random and full field audits completed by the Audit Division	19	15	9	2	3	4	18
4 - Public Information collection and dissemination online and onsite (2 Measures)							
Total number of financial reports filed	1047	800	313	511	67	121	1012
Total number of financial reports filed electronically	1015	800	313	511	67	121	1012
5 - Fair Elections Program (2 Measures)							
Total number of candidates certified as participating candidates in the Fair Elections Program	New in 2020	36	Annual Measure	Annual Measure	Annual Measure	Annual Measure	5
Total number of pre-election and post election audits completed by the Fair Elections Division	New in 2020	0	Annual Measure	Annual Measure	Annual Measure	Annual Measure	12

2021 Operations

Operations Title	Operations Description	Type of Operations
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)		

Operations Title	Operations Description	Type of Operations
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
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)		
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 content and performance of the trainer.	Daily Service
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)		
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
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 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 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.	Daily Service
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 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

2021 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Completion to Date	Status Update	Explanation for Incomplete Initiative
Educational Outreach Services (1 Strategic Initiative)				
Candidate And Community Outreach	The Office Of Campaign Finance will develop formats for mandatory and public training conferences, informal hearings, and community outreach in virtual online environments to expand the audience of the agency, broaden the community outreach efforts of the agency, and to continue the business of the agency.	Complete	The Office of Campaign Finance revised the FEP Process for Participants Brochure, developed the 2022 FEP and the Traditional Program Fact Sheet Brochures for the 2022 Election Cycle, and published all Brochures at the OCF Website on March 26, 2021. The OCF Schedule of 2021 Webinar Training Seminars was published on March 1, 2021 and lists the dates of the monthly training for the remainder of Calendar Year 2021. All informal hearings, mandatory training conferences, and community outreach is offered online through the WebEx Application of the Office of the Chief Technology Officer. Commencing March 2021, the OCF began to inform the ANCs of the availability of the Agency to present information on the OCF at community ANC Meetings. This Initiative was completed during Q2.	
Enforcement Program (1 Strategic Initiative)				
Promulgate new OCF regulations	The Office Of The General Counsel will promulgate new regulations, draft forms, and revise the OCF guide and training materials to fully implement the provisions of the Campaign Finance Reform Amendment Act of 2018, effective March 13, 2019, as amended, when applicable, which will prohibit the receipt and making of political contributions by business entities and their principals seeking or receiving contracts valued at \$250,000 or more from the District Government during certain timeframes.	Complete	The Office of the General Counsel completed its review of the draft regulations to fully implement the new Covered Contractor provisions of the Campaign Finance Act, and will forward the Notice of Proposed Rulemaking to the Board of Elections, once the provisions of the Act are fully funded and applicable.	
Fair Elections Program (3 Strategic initiatives)				

Strategic Initiative Title	Strategic Initiative Description	Completion to Date	Status Update	Explanation for Incomplete Initiative
Publication of 2020 Special Election Report	The Office Of Campaign Finance will produce, publish at the OCF website, and submit to the Mayor and the D.C. Council during February 2021, the report due nine (9) months after the end of the June 16, 2020 special election cycle. The report will list the names of all candidates certified in the Fair Elections Program to participate in this election, and will describe for each candidate, the qualified small dollar contributions received, personal funds contributed , amount of remitted funds, expenditures made, and public fund payments authorized.	Complete	On March 17, 2021, the Office of Campaign Finance published the OCF FEP Post-Election Report for the 2020 Election Cycle and the 2020 Special Election, City Council, Ward 2, at the OCF Website. The Report presents data based on financial transactions reported in the Reports of Receipts and Expenditures filed with the OCF covering the start of the campaigns of the candidates referenced therein through December 10, 2021. The Report is presented in four parts: the Overview of the 2020 Election Cycle and the 2020 Special Election Cycle for City Council, Ward 2; the OCF Review of the National Trends in Public Funding Programs in other Jurisdictions; Statistical Data of the 2020 Election Cycle and the 2020 Special Election Cycle for City Council, Ward 2; and Significant Data pertaining to the 2020 Election Cycle and the 2020 Special Election Cycle for City Council, Ward 2, and Lists of Qualified Small Dollar Contributions and Expenditures for all FEP Candidates. The Initiative was completed in Q2.	
Publication of 2020 General Election Report	The Office Of Campaign Finance will produce, publish at the OCF website, and submit to the Mayor and the Council during July 2021, the report due nine (9) months after the end of the November 3, 2020 general election cycle. The report will list the names of all candidates certified to participate in the Fair Elections Program during this election, and describe for each candidate, the qualified small dollar contributions received, personal funds contributed, amount of remitted funds, expenditures made, and public fund payments authorized.	Complete	On March 17, 2021, the Office of Campaign Finance published the OCF FEP Post-Election Report for the 2020 Election Cycle and the 2020 Special Election, City Council, Ward 2, at the OCF Website. The Report presents data based on financial transactions reported in the Reports of Receipts and Expenditures filed with the OCF covering the start of the campaigns of the candidates referenced therein through December 10, 2021. The Report is presented in four parts: the Overview of the 2020 Election Cycle and the 2020 Special Election Cycle for City Council, Ward 2; the OCF Review of the National Trends in Public Funding Programs in other Jurisdictions; Statistical Data of the 2020 Election Cycle and the 2020 Special Election Cycle for City Council, Ward 2; and Significant Data pertaining to the 2020 Election Cycle and the 2020 Special Election Cycle for City Council, Ward 2, and Lists of Qualified Small Dollar Contributions and Expenditures for all FEP Candidates. This Initiative was completed in Q2.	
Fair Elections Program Audits	The Office Of Campaign Finance will conduct full field audits of the campaign operations of the principal campaign committees of all participating candidates certified in the Fair Elections Program following the certification of the November 3, 2020 general election results by the Board of Elections. The audits will require the submission of all financial documents maintained in support of the financial transactions reported during the entire coverage period of the campaign. This will allow 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 supporting documentation, to ensure the accuracy of the transactions.	Complete	The Office of Campaign Finance initiated Post-Election Audits of the twenty (20) Candidates certified to participate in the Fair Elections Program in the November 3, 2021 General Election. The Audits are currently ongoing before the Fair Elections Program at various stages, including Audit Documentation received and Audit in Progress, Preliminary Statement of Finding issued, or referred to the Office of the General Counsel for Enforcement Proceedings.	
Public Information collection and dissemination online and onsite (1 Strategic Initiative)				
Development Of E-Filing System	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 of 2019, when applicable, which will require the agency to identify prohibited contributions through a cross reference of the lists of covered contractors and their principals made publicly available by District contracting authorities, of contracts above a certain amount, and to notify the contractors and prohibited recipients about potential violations.	25-49%	The Covered Contractor Contribution provisions of the Campaign Finance Act, as amended, pertaining to the responsibilities of the contracting authorities, remained unfunded. The OCF's ability to identify prohibited contributions by covered contractors is dependent upon the ability to identify the principals of the business entities through the records of OCP and DCRA, which have not been enhanced to require the necessary information.	The upgrade of the OCF E-Filing and Disclosure System to identify prohibited contributions by covered contractors was dependent upon the implementation of responsibilities under the Campaign Finance Act, as amended, by the contracting authorities, which were not funded during Fiscal Year 2021.