

14 Charles Lane
New York, N.Y. 10014
March 1, 1974

TO ALL ORGANIZERS, CAMPAIGN DIRECTORS, CAMPAIGN FINANCIAL DIRECTORS
AND NATIONAL COMMITTEE MEMBERS

Dear Comrades,

On April 7, 1972, the "Federal Election Campaign Act of 1971" was passed by Congress. This law requires all campaign committees supporting candidates for federal office--president, vice-president, senate and the house of representatives--to file with the federal government detailed reports of the committee's receipts and expenditures throughout the campaign. Most states and some municipalities have similar legislation requiring financial reports from committees supporting candidates for state or city office.

Under the federal act, government agencies such as the Government Accounting Office (GAO) are empowered to audit the financial records of campaign committees. If violations are found, the GAO has the option of referring the matter to the Justice Department which then has the option to prosecute. Therefore campaign committees must place a high political priority in the 1974 election campaigns on compliance with these laws.

Since knowledge of these laws is probably limited, several steps are being taken to acquaint comrades with them. The first step will be a visit to all the branches within the next three weeks to discuss with comrades concretely how election campaign finances can be organized so as to best comply with these laws.

There are several steps each campaign committee can take to help prepare these discussions so that they can be most fruitful.

First, if it has not already been done, one comrades should be assigned to keep all financial records and books for the campaign and to prepare the government reports. This must be a responsible comrade and one who is capable of competently mastering financial record-keeping. Since it is best if the same comrade does this work throughout the entire campaign, the assignment should be made with an eye to the comrade's perspective.

Second, several copies of any state or local laws regarding reporting requirements on campaign finances should be secured immediately. Knowing local reporting requirements will be helpful to the discussions. Additionally, comrades should request copies of manuals or "codes of regulations" the state or city may have prepared on how to complete their reports, and the report forms themselves.

Third, two copies of the federal law are enclosed. It should be read by the organizer, campaign director and comrades assigned to campaign finances prior to the tour. Branch financial directors may wish to read it too as they can be expected to be of help in campaign finances. (Although the law reads "President" and "Vice-President" throughout, it applies also to the senate and House.)

Fourth, under separate cover you will receive a packet of materials basic to this work. It will include a copy of the federal government code of regulations, sample registration and report forms for the senate and house of representatives, and a number of other materials to aid comrades in this work. Comrades should be familiar with all these materials.

Tour schedules are in preparation and comrades will be contacted on them by telephone.

Comradely,

Frank Boehm (BS)

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'74 Campaign Director