



PHIL McGRANE
IDAHO SECRETARY OF STATE


CAMPAIGN FINANCE 101
Sunshine Law Overview

sos.idaho.gov

1

CAMPAIGN FINANCE Reporting Basics

All money raised or spent in relation to a campaign must be accounted for and tracked. This includes the use of the candidate's personal money.



PHIL McGRANE
IDAHO SECRETARY OF STATE

2

Treasurer Appointment & Reporting

State/Statewide Candidates:

Must create a campaign finance account and appoint a treasurer prior to announcing their intent to run for candidacy and before collecting/spending any monies.

County/City/Special District/Judicial Candidates:

Must create a campaign finance account and appoint a treasurer once they reach the \$500 threshold.

*A candidate is considered to be their own treasurer until a \$500 threshold is reached, as indicated on their Declaration of Candidacy.

**A candidate may appoint themselves as their own treasurer.



3

Where to Report

Secretary Of State Campaign Finance Portal

Sunshine.voteidaho.gov

State Officials

The Secretary of State provides assistance, oversight and enforcement for statewide, legislative and judicial candidates and political committees.

Local Officials

The County Clerk provides assistance, oversight and enforcement for county, city and special district candidates and political committees in their jurisdiction.



4

Donation Limits

- A candidate has no limit on how much they can give themselves.
- A maximum contribution of \$1,000 per individual, per election.
- Businesses sharing controlling ownership are limited to \$1,000 combined contributions.
(Suggestion: Conduct a SOS Business Search to see who a donation is from.)
- Central Committee's may donate \$2,000 to legislative candidates and \$5,000 to statewide candidates, per election.
- Political Committee's and Central Committee's have no contribution limit.

*Any single contribution of \$1,000 or more must be reported, and a Timed Contribution Report filed, within **48 hours** of receipt.



5

No Anonymous Donations

- Idaho Code 67-6614 specifically states there shall be *no anonymous donations*.
- Every single dollar must have a name and address associated with it in your records.
- Monies received without knowledge of the donor's name and address must be added as a contribution and then expended to the State Controller's Office for immediate deposit into the Public School Fund per Idaho Code 67-6610.



6

Loans

- If a candidate hopes to repay themselves from campaign contributions, add the monies as a loan.
- If a candidate intends to self-fund or does not hope to repay themselves, add the monies as a contribution.



7

Expenditures

- Report what the monies paid for, regardless of how you paid or who you are repaying for the transaction.

*Examples:

1. My treasurer runs to Staples to get paper for my campaign. I repay my treasurer but I list the expenditure as Staples, not as my treasurer.
2. I pay for the paper with my credit card. I repay myself but I still put the expenditure as Staples, not as myself and not as my Chase Credit Card.
3. I split paying for a flyer with another candidate. I repay the other candidate but I report half the expenditure as the print company, not the other candidate.
4. Another candidate books my airline ticket, I repay the other candidate but I report the expenditure as the airline, not the other candidate.



8

Report Due Dates



- Monthly reports are due in the year of your election by the 10th of the following month.
- Yearly reports are due in non-election years by January 10th of the following year.
- Fines of \$50 per day begin on the 13th.

Disclosures

A clear indication of who paid for *all* campaign materials is required.

This includes, but is not limited to:

- Signs
- Billboards
- Flyers
- Slate Sheets
- Mailers
- Door Hangers
- Ads
- Polling Calls
- Social Media



Violations

- Please read the Sunshine Law Manual which can be found on our SOS website.
- Failure to follow Sunshine Laws can result in a fine of up to \$250 for each offence for candidates and \$2500 for each offence for a political committee.
- Campaign Finance Complaint Forms are found on the SOS website.



11

REMEMBER...

No one was ever fined for over-reporting.



12

Contact Information

sunshine@sos.idaho.gov

(208)334-2852

