

California Association for Nurse Practitioners

Political Action Committee (PAC) Guidelines

Updated: January 13, 2022

History

The California Association for Nurse Practitioners Political Action Committee (PAC) is a bipartisan effort dedicated to supporting state legislative candidates. The CANP PAC has been active in California for decades, supporting many successful candidates. You can engage in the political process – and make a difference – by contributing to the PAC.

The PAC is a vital component of CANP's legislative advocacy efforts. PACs are established so that contributions from a number of individuals can be aggregated into one fund that is then used to make contributions to support a particular cause or candidate. A well-funded PAC helps us show strength in numbers and a commitment to engage in the political process.

PAC Accounting

CANP's PAC accounting is administered by Bell, McAndrews & Hiltachk, LLP (BMH) in Sacramento. CANP receives all PAC donations, accounts for them, and then sends them to BMH for deposit and reporting.

BMH is responsible for depositing the PAC donations, reporting them to the California Secretary of State, and tracking the balance of the PAC account. Monthly statements are sent to CANP.

CANP's lobbyist, Board of Directors and staff work with BMH to make contributions to political candidates from the funds in the PAC account. BMH administers the allotments and makes contributions approved by CANP from the PAC account.

Donations

Donations to the CANP PAC may be made in a variety of ways:

1. **Membership & Online Forms:** This is called an **indirect donation** and the money is deposited by CANP and then paid to the PAC.
 - a. New membership: For those who are joining CANP, on the fourth step of the online [Membership Application](#) page, there is an option to contribute any amount to the PAC.
 - b. Renewal membership: For members who are renewing, they can donate to the PAC by entering an amount in the 'Optional Donations' section of the online or paper CANP membership dues form.
 - c. Online donation: This can be made through the PAC donation section of the website [here](#).
2. **Direct to PAC:** PAC donations can also be made directly to the PAC in the form of a check. This is called a **direct donation**. For the donation to be considered a direct PAC donation, **the check must be written to CANP PAC**, see below for the address. This money is deposited directly into the CANP PAC account, which is kept separately from other CANP accounts.
3. **Fundraisers:** Donations can also be made to the PAC through **fundraisers** (see page 2 for more details).
4. **Direct from Chapter:** CANP Chapters may also donate directly to the CANP PAC up to \$8,100 annually from chapter funds. To do so, chapters must send checks to CANP as follows:

CANP
ATTN: CANP PAC
1415 L Street, Suite 1000
Sacramento, CA 95814

Donations from the PAC to appropriate candidates or committees are overseen by the CANP PAC Committee, comprised of the Chairs of the Health Policy and Practice Committee (HPPC), the CANP President, President-Elect, and Immediate Past President, and guided by CANP's contracted Legislative Advocate. The HPPC prepares regular reports to the Board of Directors regarding PAC activity.

Fundraisers/Auctions

CANP PAC donations may also be made through a fundraiser or auction. To donate to the PAC through a fundraiser it is important that the fundraiser/auction host follow the [California Fair Political Practices Commission \(FPPC\) guidelines](#). Please contact CANP if you plan to hold a fundraiser/auction so the association can advise on the information that must be collected at the event. All expenses must be tracked and paid for by the PAC.

If a CANP chapter holds a fundraiser/auction to raise funds with the intention to donate the proceeds to the CANP PAC, they must complete a separate [Auction Fundraising Information Form](#) for each item that is donated. PAC donations from a fundraiser/auction may come from the chapter or an individual. All payments must be made directly to CANP PAC. Chapters may not pay one party and request that the party pay the PAC.

The *Donation* section of the Auction Fundraising Information Form must describe the item that is being donated as well as the item's fair market value (what the item is worth or what someone paid for the item). The form must also include the name of the person or company making the donation as well as the address, occupation and employer of the donor. When completing the address field, it is important to list the physical mailing address and not a P.O. Box.

The *Purchaser* section must reflect the amount that the purchaser paid for the item. The form must also include the purchaser's full name, occupation, employer, and address. When completing the address field, it is important to list the physical mailing address and not a P.O. Box.

Raffles

Chapters may **not** host raffles under any circumstances when fundraising for CANP PAC. Under the California Penal Code, committees that support candidates are not eligible to hold raffles (Penal Code, § 320.5.). A raffle is defined as an event where an individual or an entity pays into a collection for a chance to receive a prize.

Forms of Payment

Monetary donations to the PAC must be made in the form of a check or a credit card payment. Checks must be made out directly to the CANP PAC. The check must list the name, physical address, occupation, and employer of the donor. Donations via check or credit card will be deposited into the CANP bank account and then forwarded to the CANP PAC.

Cash, cashier's checks, or digital payments via Venmo, Zelle, Cash App, PayPal or cryptocurrency will not be accepted for PAC donations.

Receipt of Donations

CANP PAC donations must be delivered to CANP from CANP chapters no later than 30 days post receipt of the donation. Any donations delivered more than 30 days after the donation is collected may result in a filing amendment and additional fees to the CANP PAC.

Disclaimer Requirement

When chapters hold an event that involves a donation to the PAC, they **must** include the following disclaimer below on all event marketing materials, including but not limited to flyers, webpages, and social media posts.

Disclaimer:

“Paid for by CANP PAC [*insert sponsor/chapter if applicable*]*. All donations, large or small, are considered voluntary political contributions and subject to legal limits (\$8,100 per contributor per calendar year).

Contributions to CANP PAC are not deductible for state or federal income tax purposes.”

*If a chapter is hosting a fundraiser/auction, they would be the sponsor of the event and should be listed in the disclaimer above.

Questions

For any questions regarding the CANP PAC, please contact CANP at admin@canpweb.org or (916) 441-1361.