



# **SUPERVISORS POLITICAL ACTION COMMITTEE**

**RULES OF THE ROAD**

Revised August 2023

# WHAT IS A POLITICAL ACTION COMMITTEE?

The *Federal Election Campaign Act* prohibits corporations (including incorporated trade associations and membership organizations) and labor unions from using their general treasury funds to contribute to federal candidates and other political committees (PACs). They may, however, establish separate segregated funds (SSFs) to contribute to federal candidates. These SSFs are known as PACs – SPAC is one such PAC.

# SPAC – NAPS’ MESSAGE TO CONGRESS

- Helps elect NAPS allies to Congress
- Helps educate current and future members of Congress about NAPS’ legislative priorities
- Key part of legislative strategy to enact NAPS-supported legislation and highlight issues of importance to NAPS



# SUPERVISORS POLITICAL ACTION COMMITTEE

- Why Contribute?
  - SPAC amplifies NAPS' political voice
  - SPAC strengthens NAPS legislative power
  - Congress makes a difference to the Postal Service
    - Congress commands broad postal oversight obligations
    - Congress controls postal employee health and benefit issues
    - Congress defines legal scope of universal service
    - Senate confirms members to the USPS Board of Governors
- What Does SPAC Do?
  - Helps finance campaign costs of legislative allies
  - Helps re-elect proven allies and promising new ones
  - Builds and reinforces legislative relationships

# TO WHOM DOES SPAC CONTRIBUTE?

## Candidate Criteria

- Recommendation
  - Legislative Chair
  - SPAC Chair
  - Member
- SPAC Questionnaire
- Political Viability
  - District Partisanship
  - Fundraising
  - Campaign Staff

## Incumbent Criteria

- Recommendation
  - Legislative Chair
  - SPAC Chair
  - Member
- Voting Behavior
- Bill Cosponsorship
- Committee
- Accessibility



# TOPICS ON SPAC CANDIDATE QUESTIONNAIRE

- Postal perception and commitment to postal viability
- Views on Postal Issues
  - Postage rates
  - Universal service obligation
  - Postal Oversight
- Views on NAPS Legislative Priorities
  - H.R. 594, Postal Supervisors Fairness Act
  - H.R. 595, Postal Employees Appeal Right Act
  - H.R. 3005, Postal Police Reform Act
  - H.R. 82/S. 597, Social Security Fairness Act
- Views on USPS employee & retiree benefits
  - FEHBP
  - FERS/CSRS
  - TSP
  - COLAs

# HOW CAN NAPS MEMBERS CONTRIBUTE TO SPAC



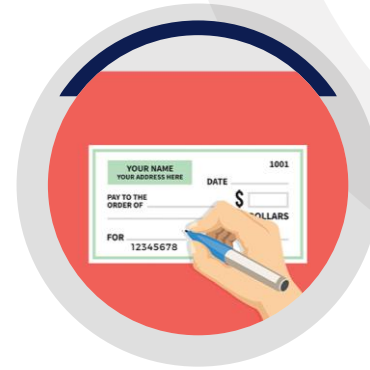
## PAYROLL DEDUCTION

Postal-employed NAPS members may contribute automatically, using *PostalEase* to set up a biweekly salary allotment



## ANNUITY DEDUCTION

Retired NAPS members may contribute automatically, setting up a monthly allotment through CSRS or FERS retirement annuity



## PAY BY CHECK

NAPS members may contribute by check or money order, upon completion of the *SPAC Contribution Form*. Check contributions may be mailed to NAPS HQ or collected at NAPS events



## PAY BY CREDIT CARD

NAPS members may contribute by credit card online, by mail or at NAPS events. If by mail or at a NAPS event, SPAC contribution form must be completed



# DUTIES OF NAPS MEMBERS COLLECTING SPAC CONTRIBUTIONS

- Promote SPAC
  - Face-to-Face Representation at NAPS State Conventions and Chapter Meetings
- Securely Collect, Accurately Record and Promptly Remit Contributions to NAPS HQ
- Understand Basic NAPS Legislative Priorities
  - Advance Postal Viability to Ensure Job Security
  - Safeguard Earned NAPS member benefits





# SPAC STEWARDSHIP


- PACs are “High-Risk” financial entities
- Elevated Public Scrutiny through FEC disclosure
- PAC filings are complicated due to multiple revenue channels – therefore *central control difficult*
- FEC can penalize non-compliance



# SPAC COLLECTIONS

- All SPAC contributions must be accompanied by a completed legible *SPAC Contribution Form* identifying contributor and amount
- A SPAC contributor may not make a contribution in the name of another (e.g., a personal check can only be used for his/her own SPAC contribution)
- SPAC cannot accept **CASH** contributions in excess of \$100 per individual
- Credit card information must be protected
- Completed SPAC contribution forms and collections must be received within 10 days of collection
- SPAC may NOT solicit from non-NAPS members

# PROMPT TRANSMITTAL OF PAC COLLECTIONS



The screenshot shows the Federal Election Commission website. At the top left is the FEC logo with the text 'FEDERAL ELECTION COMMISSION' and 'UNITED STATES - of - AMERICA'. To the right of the logo are navigation links: 'Campaign finance data', 'Help for candidates and committees', 'Legal resources', and 'About'. Below these links is a breadcrumb trail: 'Home > Help for candidates and co... > Taking in receipts as an SSF'. The main heading of the page is 'Taking in receipts as an SSF'. The content below the heading consists of three paragraphs explaining the requirements for taking in receipts as an SSF.

**Federal Election Commission**  
UNITED STATES - of - AMERICA

[Campaign finance data](#) ▾ [Help for candidates and committees](#) ▾ [Legal resources](#) ▾ [About](#) ▾

[Home](#) > [Help for candidates and co...](#) > [Taking in receipts as an SSF](#)

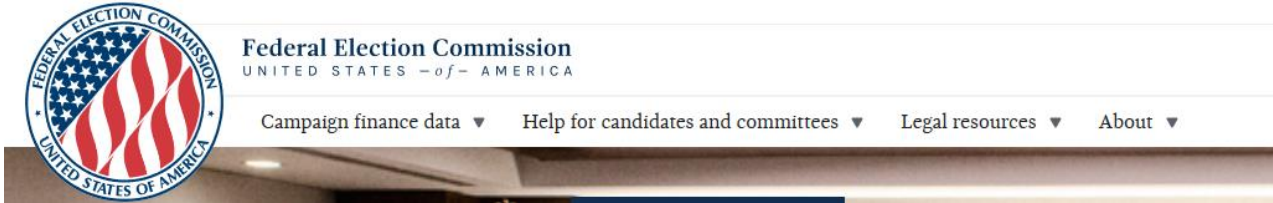
## Taking in receipts as an SSF

Receipts are anything of value (money, goods, services or property) received by a political committee <sup>1</sup>. Receipts include both contributions <sup>2</sup> and other forms of support.

Once the treasurer (or authorized agent) receives a receipt <sup>3</sup>, he or she must deposit it within 10 days. Contributions may be returned to the contributor within 10 days without being deposited.

These pages explain the basic laws that apply to receipts by political committees, including SSFs. SSFs also have special rules that apply when raising contributions, however, that vary from other types of federal political committees.

# CASH LIMIT OF SPAC CONTRIBUTION



## **\$100 limit on cash contributions**

An SSF may not accept more than \$100 in cash from any contributor. Amounts exceeding \$100 must be promptly returned.

**Solution: Personal check, money order, or credit/debit card contribution.**

# Legally Required Information for FEC Report of Receipts

- Name of Contributor
- Address of Contributor
- Date of Contribution
- Amount of Contribution
- Limit \$5,000/year

SCHEDULE A (FEC Form 3) ITEMIZED RECEIPTS		FOR LINE NUMBER: (check only one)	PAGE OF
Use separate schedule(s) for each category of the Detailed Summary Page		<input type="checkbox"/> 11a <input type="checkbox"/> 12	<input type="checkbox"/> 11b <input type="checkbox"/> 13a
		<input type="checkbox"/> 11c <input type="checkbox"/> 13b	<input type="checkbox"/> 11d <input type="checkbox"/> 14
		<input type="checkbox"/> 15	
Any information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.			
NAME OF COMMITTEE (In Full)			
Full Name (Last, First, Middle Initial)			
A. Mailing Address		Date of Receipt	
City		M M / D D / Y Y Y Y Y Y	
State			
Zip Code			
FEC ID number of contributing federal political committee.		Amount of Each Receipt this Period	
C			
Name of Employer		Memo Item	
Occupation		<input type="checkbox"/>	
Receipt For:		Election Cycle-to-Date	
<input type="checkbox"/> Primary <input type="checkbox"/> General		▼	
<input type="checkbox"/> Other (specify) ▼			
Full Name (Last, First, Middle Initial)			
B. Mailing Address		Date of Receipt	
City		M M / D D / Y Y Y Y Y Y	
State			
Zip Code			
FEC ID number of contributing federal political committee.		Amount of Each Receipt this Period	
C			
Name of Employer		Memo Item	
Occupation		<input type="checkbox"/>	
Receipt For:		Election Cycle-to-Date	
<input type="checkbox"/> Primary <input type="checkbox"/> General		▼	
<input type="checkbox"/> Other (specify) ▼			
Full Name (Last, First, Middle Initial)			
C. Mailing Address		Date of Receipt	
City		M M / D D / Y Y Y Y Y Y	
State			
Zip Code			
FEC ID number of contributing federal political committee.		Amount of Each Receipt this Period	
C			
Name of Employer		Memo Item	
Occupation		<input type="checkbox"/>	
Receipt For:		Election Cycle-to-Date	
<input type="checkbox"/> Primary <input type="checkbox"/> General		▼	
<input type="checkbox"/> Other (specify) ▼			
SUBTOTAL of Receipts This Page (optional).....▶			
TOTAL This Period (last page this line number only).....▶			

# THE SPAC PAGE AT NAPS.ORG

## [HTTPS://NAPS.ORG/LEGISLATIVE-CENTER-SPAC](https://naps.org/legislative-center-spac)

- General SPAC Information
- All SPAC Collection Forms
  - [Group Receipt Collection Form](#) (to be sent to NAPS HQ with aggregated receipts)
  - [Individual SPAC Collection Form](#) (to be used be completed by SPAC contributors)
  - [50-50 Contributor List](#) (to be used if conducting nominal amount raffle)
  - [Instructions of PostalEase Payroll Deduction](#)
  - [Instructions for OPM Annuity Withholding](#)
  - [Instructions for PAC Contribution Envelopes](#) (to be used at NAPS Events for Individual Collections)



# THANK YOU

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 [NAPS.RL@NAPS.ORG](mailto:NAPS.RL@NAPS.ORG)

 [HTTP://WWW.NAPS.ORG](http://WWW.NAPS.ORG)