

2019 RPAC Rules & Instructions

With the free flow of money rushing into the national political process, NAR & NYSAR have placed a large amount of resources into ensuring that all state and local boards meet and/or exceed their RPAC goals. Thus the expectations of LIBOR's RPAC efforts are rising as we are one of the largest boards in the USA.

The LIBOR staff, as it is in all large Associations and their states, is responsible for keeping both NYSAR and NAR staff abreast of our activities (including a timeline of fundraising events) and our plan of action for the year so they are aware of our efforts. In turn, the LIBOR RPAC Chair has to report all potential or planned activities at the earliest possible time to LIBOR staff so we can report back to NYSAR.

Prior to the beginning of each new RPAC calendar year – the LIBOR staff is also responsible for providing leadership a concise set of guidelines to ensure all understand the federal and state restrictions. This will form a basis for conducting RPAC events and collecting RPAC investments, educating all involved LIBOR leadership, RPAC Committee members, chapter leadership & the RPAC liaisons. These are key to the success of our program.

The RPAC Committee will direct possible fundraising event ideas to the RPAC Chair for consideration who will then in turn consult with the Vice Chairs & LIBOR staff to jointly determine if the event proposal meets all regulations and is worthy of further action based on a reasonable cost/benefit analysis. This meeting of proposed events should take place by February 15th to ensure that we have all proposals submitted to NYSAR in a timely fashion.

Any costs associated with conducting an RPAC fundraising event must be paid for in advance by RPAC of NYS through NYSAR. Therefore, if we are going to host an event at a restaurant, bowling alley, racetrack or venue or such – we must get prior authorization from NYSAR by completing a *Local Board RPAC Event Fundraising Request Form*. NYSAR expects the local board to demonstrate how RPAC proceeds from the event will be double the overhead costs to host the event. For example, if the total overhead costs to host the event are \$1,000; NYSAR expects to see a plan from the local board to raise at least \$2,000 in RPAC proceeds. If these financial requirements are met and the event is approved by NYSAR, local boards are responsible for providing NYSAR with invoices in a timely manner to be paid for directly by RPAC of NYS. Please note that this applies to any Chapter/Division RPAC event where there are costs associated with the event or prize.

Before each RPAC Committee meeting takes place it is the responsibility of the LIBOR staff to draft an agenda with input from the RPAC Committee Chair.

LIBOR staff will distribute RPAC informational brochures and collection mailer envelopes to the leadership and liaisons who in turn will get these materials to their respective Chapters and such.

Every six months “travelling” trophies will be awarded to the Chapters that have the highest average per capita (member contributions dollars) and the highest percentage of members contributed. This will help create a friendly competition whereby the trophies get passed back and forth.

RPAC & Affiliates

NAR Policy on Affiliates: All affiliates need to have a NRDS number in order to invest in RPAC.

According to the new guidelines for New York State, all of our Affiliate members have been issued a NRDS ID#. They were transmitted to NRDS and their member sub-class was populated to read Local Affiliate (AFL) or State Affiliate (AFS). The sub-class will be used to differentiate between local only and those paying state dues. The Local Affiliates do not have to pay the additional NYSAR dues of \$100.00. With the AFL subclass they won't be in our member count and NYSAR will not bill us for their dues. Therefore, all Affiliates will have NRDS numbers and may invest in RPAC.

When an Affiliate purchases tickets to an event or such and/or donates an in-kind auction item, the aforementioned Affiliate **must** be given the proper RPAC credit - which is then reported to the to the State Board of Elections as well as the Federal Election Commission.

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Please note that a business entity outside the REALTOR® family cannot be solicited for contributions to RPAC of any kind.

RPAC Event Rules & Regulations

- As per federal and state law - only silent and/or live auctions and games of skill (basketball shootout competition, golf putt-putt competition, beanbag toss, bake-off competitions, etc.) may be used to raise money at events.
- Sweepstakes, raffles & games of chance are *illegal* in NYS for political fundraising.
- The sale, distribution or use of lottery tickets including scratch-offs are also *illegal* in NYS for political fundraising.

- **Auction Items**: If an auction is included as part of an RPAC event, the total revenue (admission tickets & auction items) raised at said event must raise 3X the combined market value of all auction items, known as the 1/3rd rule.
- **In-Kind Gift Contributions** – as per federal and state law - all members who contribute an item for an auction will receive the fair market value “credit” for their RPAC donated item. Only members and affiliates who have a NRDS number can contribute an auction item. This will be considered an in-kind contribution. For example - baseball tickets that have a face value; restaurant gift card with a face value, etc.

Please note: In-Kind Contributions are not reflected in a member’s total investments by NYSAR until after the official closeout of the RPAC year due to internal monetary accounting reasons. In-Kind Contributions may or may not be reflected in recognition signs at the NYSAR meetings prior to the end of the RPAC calendar year.

- When LIBOR hosts an event – 75% of the cost of the event must be paid for from NYSAR’s RPAC General Account and the other 25% from LIBOR’s Local Revenue Sharing Dollars (LRS). The price of attending these events will be fully credited to RPAC. An attendee at Day at the Races or such event will make his/her check payable to directly to RPAC and every penny of this will go towards their RPAC contribution.
- RPAC Investments may be made via check or credit card only. Cash contributions are not accepted under any circumstances.
- There is a timeframe for depositing checks that must be adhered to. RPAC checks for \$50 and above are required to be transferred to NYSAR within 10 days; while checks below \$50 are required to be transferred to NYSAR within 30 days.
- All written solicitations including dues billing, emails, web pages, letters & flyers must contain the RPAC disclaimer:

Contributions are not deductible for income tax purposes. Contributions to RPAC are voluntary and are used for political purposes. You may contribute more or less than the suggested amount. You may refuse to contribute without reprisal and the National Association of REALTORS® , the New York State Association of REALTORS® or any of its local boards or associations will not favor or disfavor any member because of the amount contributed. 70% of each contribution is used by your state PAC to support state and local political candidates. Until your NYSAR PAC reaches its PAC goal 30% is sent to National RPAC to support federal candidates and is charged against your limits under 2 U.S.C. 441a; after NYSAR PAC reaches its RPAC goal it may elect to retain your entire contribution for use in supporting state and local candidates.

Revised: 10/23/2019