U.S. SENATE SELECT COMMITTEE ON ETHICS
CAMPAIGN ACTIVITY TRAINING

CAMPAIGN ACTIVITY

CAMPAIGN ACTIVITY - BASIC PRINCIPLES

- Senate resources may not be used for campaign activity (31 U.S.C. § 1301)
- Senate resources include:
  - Senate space (e.g., Dirksen cafeteria)
  - Senate equipment (e.g., Senate mobile device)
  - Senate staff time
  - Senate title (e.g., “Legislative Assistant, Senator X”)
  - Senate work product

RESTRICTIONS ON SENATE STAFF - CAMPAIGN WORK

- Officers and employees may perform paid or unpaid campaign work as follows:
  - Must be voluntary, not a condition of your Senate employment
  - Must obtain approval of your supervising Senator
  - Must be done on your own time
    - No using any official Senate resources
    - Senate may not subsidize campaign by keeping you on payroll
  - Campaign income counts toward the outside earned income limit

This presentation provides only an overview of the Code of Official Conduct and applicable ethics standards, and does not represent or address all applicable authority. Please consult the Committee’s website at www.ethics.senate.gov or contact the Committee at (202) 224-2981 for additional information and guidance.
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• Contributions: No soliciting or receiving federal, state or local campaign contributions in a federal building (18 U.S.C. § 607)
  • 7-day safe harbor for unsolicited contributions
  • Never accept a contribution connected to official action (18 U.S.C. § 201)
• Correspondence: For misdirected campaign calls, letters, or emails, you may either:
  • Forward the inquiry to the campaign office for action; or
  • Provide the campaign phone number and address to the individual seeking information
  • May not provide link to campaign website (Internet Usage Policy)

• The following types of limited overlap between the Senate office and the campaign are permissible:
  • Official and campaign schedulers may coordinate
    • Official scheduler may not schedule campaign activities (e.g., RSVP to campaign events, book campaign travel)
  • Official communications staff may answer a few incidental campaign questions raised in an official briefing or interview
    • Senate office may not act as the campaign press operation
  • Senate office may provide a copy of public material to the campaign
  • Campaign may not reissue materials prepared by the Senate office

• Never wear both “hats” at the same time
• Mixed purpose travel is permissible, but if travel involves both campaign and official events, you must pro rate all expenses to accurately reflect the purpose of the trip
  • Contact the Rules Committee for questions about reimbursable travel expenses
  • Contact the FEC for questions about expenditures of campaign funds

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