

# NEW YORK STATE COMMISSION ON PUBLIC INTEGRITY

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## Program Operations

### **\*\*COURTESY REMINDER\*\***

The 2011 May/June Lobbyist and Public Corporation Bimonthly Reports are **due July 15, 2011**.

**Please note:** There is NO minimum threshold requirement for filing any bimonthly report. All bimonthly reports are required to be filed for a registration period, unless the registration has been terminated. If in fact your lobbying agreement/authorization has terminated, you are required to comply with the bimonthly reporting requirements up to the date such activity ceased.

**Timely reports are those that are RECEIVED in the Commission's office on or before the due date.**

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**IMPORTANT:** Any lobbyist required to file a Statement of Registration with the Commission who in any lobbying year reasonably anticipates that during the year they will expend, incur or receive combined reportable compensation and expenses in an amount in excess of \$5,000 **in connection with any attempts to influence a determination by a public official, or by a person or entity working in cooperation with a public official, with respect to the solicitation, award or administration of a grant, loan, or agreement involving the disbursement of public monies in excess of \$15,000**, will be required to file a **NYS Lobbyist Disbursement of Public Monies Report**. (Lobbying Act Section 1-1)

The reports are to be filed only by **registered** lobbyists, including public corporations. The threshold relates only to compensation and expenses attributable to the activities described above, and is **in addition to and separate from** the similar threshold for lobbyist registration.

These **separate** reports are required to be filed in accordance with the same schedule applicable to the filing of bimonthly reports. Unlike lobbyist and public corporation bimonthly reports required by Sections 1-h and 1-i, the **NYS Lobbyist Disbursement of Public Monies Reports** are required to be filed **only** for bimonthly reporting periods during which the lobbyist has made any attempts to influence a public official with respect to disbursement of public monies, or receives compensation or reimbursement of expenses for such activities.

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The Governor's Office of Taxpayer Accountability has asked all state agencies to take measures to recycle, conserve resources and reduce wastes. This includes reducing printing and paper costs by, among other things, using electronic media and storage to the extent feasible.

The Commission on Public Integrity, being committed to these measures, has implemented the use of email to correspond with the lobbying community, thereby minimizing printing costs. As a result, the

Commission will **not** be mailing 'hard-copy' informational memos. Please advise your clients the 2011 January/June Client Semi-Annual Report **are due July 15, 2011**. The memo is available on the Commission's website at <http://www.nyintegrity.org/pubs/eblast/>.

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All Commission reporting forms and instructions are available on the Commission's website. **Always check our website for the most up-to-date information and latest forms at [www.nyintegrity.org](http://www.nyintegrity.org).**

If you have any questions regarding reporting requirements, or the online filing system, you may contact the Commission staff at (518) 408-3976 or email them directly at [cpiprogram@nyintegrity.org](mailto:cpiprogram@nyintegrity.org).

All interested filers are welcome to participate in any of the online or instructor-led training programs offered through the Commission's office of Training and Educational Services, which provide a variety of material at our website ([www.nyintegrity.org](http://www.nyintegrity.org)) and via video teleconference technology. Sessions are both facilitated in our Albany office and at locations throughout the State. The Commission would welcome an opportunity to train, educate, and inform any interested parties in this sometimes complex process.

If you would like more information about these services available to you free of charge, please feel free to contact the office of Training and Educational Services at (518) 408-3976 or e-mail them directly at [Education@nyintegrity.org](mailto:Education@nyintegrity.org). Thank you.