

# Campaign Finance Training 2025-2026 Election Cycle

The Arkansas Ethics Commission



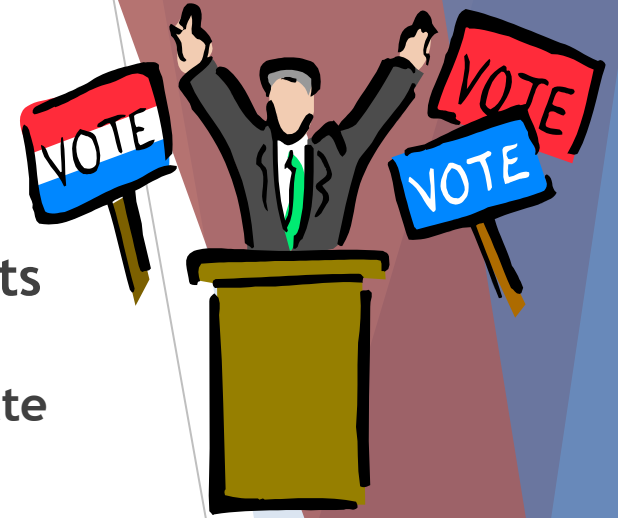
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# Campaign Contribution and Expenditure Reports

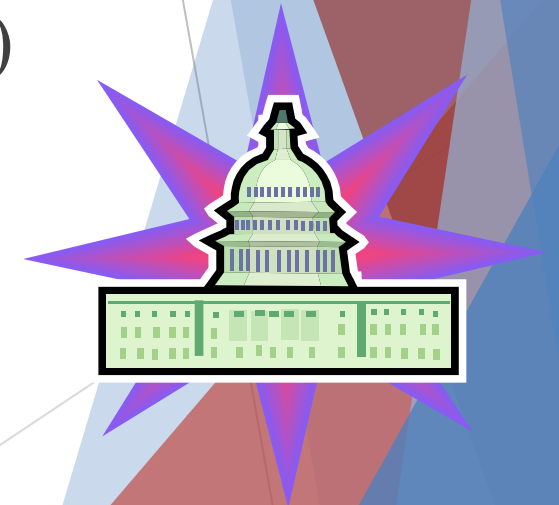
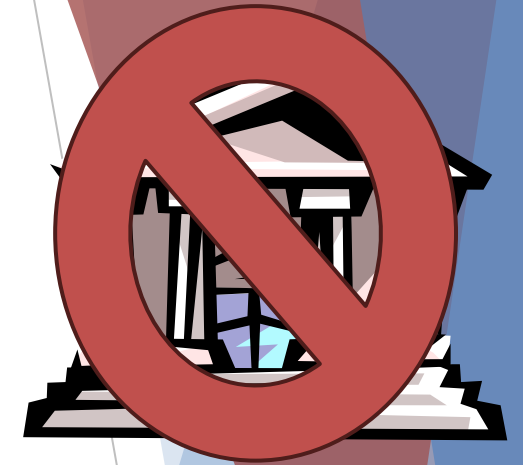
a.k.a, "C&E Reports"  
"CC&E reports"



- ▶ Your campaign will have Contribution and Expenditure (C&E) Reports due to report the money raised and spent for your campaign.
  - ▶ Ark. Code Ann. § 7-6-207- Reports of Contributions- Candidates for State and District Office
  - ▶ Ark. Code Ann. § 7-6-208- Reports of Contributions- Candidates for School District, Township, or municipal office
  - ▶ Ark. Code Ann. § 7-6-209- Reports of Contributions- Candidates for County Office
- ▶ The timing and frequency of reports required to be filed depend upon the office being sought.
- ▶ Generally, candidates fit into one of two categories:
  - ▶ Those running for county, municipal, or school board office.
  - ▶ Those running for state or district office.

# Where to file??

- ▶ Where do candidates for county, municipal, or school board office file reports?
  - ▶ ~~County Clerk~~ Secretary of State (see Act 994 of 2025)
- ▶ Where do candidates for state or district office file reports?
  - ▶ Secretary of State



- ▶ **Where/how do State and District Candidates file their reports in 2025-2026?**
  - ▶ A report is timely filed if it is filed in electronic form through the official website of the Secretary of State ([sos.Arkansas.gov](https://sos.Arkansas.gov)) with the Secretary of State on or before the date that the report is due.
  - ▶ There is a new online filing system that went live in September of 2023. Visit the Secretary of State's website to get your campaign's online filing account set up before your first/next report is due.
    - ▶ The SOS elections Division number is 501-682-5070.







# Welcome to the Arkansas Public Disclosure and Filing Portal

Ensuring the Integrity of the Elections Process and Our Public Officials

Login

Register

Login to an Existing Account

Username \*

Password \*



Forgot [Password ?](#)

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## Search Data Based on Categories

### Search Candidate Profiles

Search by Entering Candidate Name



Examples: Cole Jester, Huckabee Sanders, or Commerce in Action

### Additional Suggested Candidate Searches

## Latest News & Announcements



### Welcome to the new and improved Arkansas Public Disclosure and Filing Portal!

We are delighted to announce the launch of our new public disclosure and filing ... [\[Read More\]](#)

09/13/2023 08:30 AM

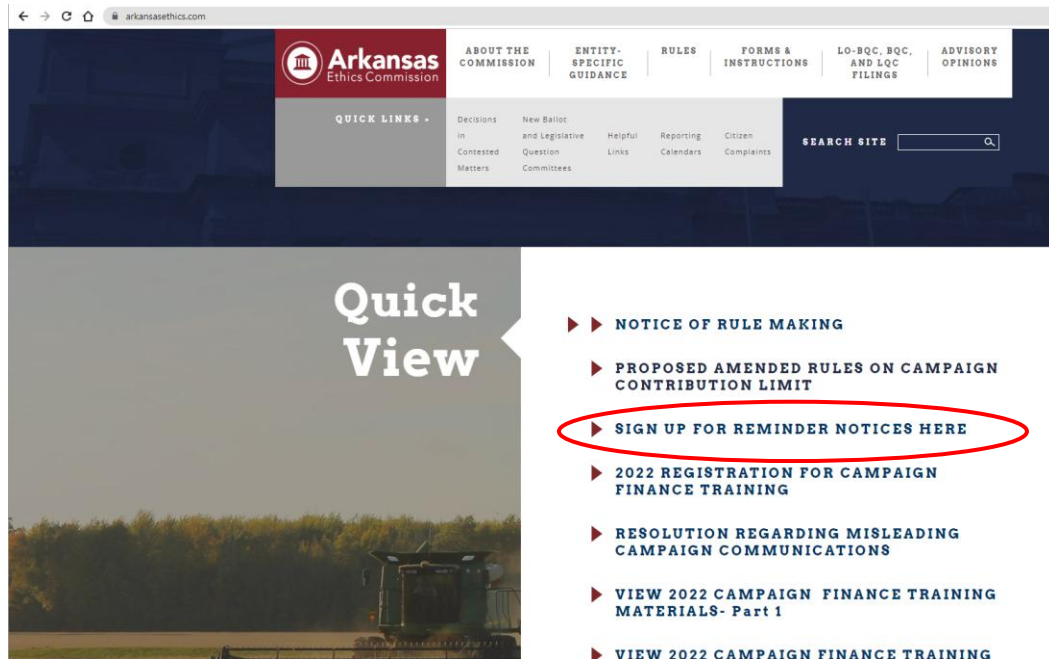


### Ethics Commission Reminder Notice Signup

Missing your disclosure report reminder notices? Sign up below to receive courtesy reminder notices from the Ethics Commission. <https://www.arkancasethics.com/reminder-notice-signup/>

# Reminder Program!

- ▶ You and your campaign can sign up for the Ethics Commission's electronic reminder program at ArkansasEthics.com. Once signed up, you will receive a reminder email prior to due dates for C&E reports.
- ▶ (The old, brightly colored postcard reminder system has been cut because of budgetary constraints.)

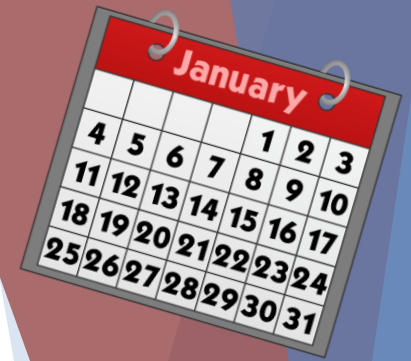




## Campaign Contribution and Expenditure Reports

- ▶ When Reports are Due: Please see the calendars issued by the Ethics Commission for specific dates. When your first report is due will depend on when you start spending or raising money for your campaign, and potentially the type of office sought. There is a calendar for each type of election.
- ▶ Who Must File: **Everyone!** Candidates for office, whether opposed or unopposed, regardless of how much they spent and regardless of the source of the money they spent (including the candidate's own funds), must file AT LEAST ONE report, a Final Report.
- ▶ Where They are Filed:
  - ▶ State and district candidates file their campaign finance reports and Statements of Financial Interest with the Secretary of State.
  - ▶ ~~County, Municipal, and School Board candidates file their campaign finance reports with the County Clerk.~~ County, Municipal, and School Board candidates file their campaign finance reports with the **Secretary of State**.
  - ▶ County and school board candidates file their SFIs with the County Clerk.
  - ▶ Municipal candidates file their SFI with the City Clerk.

# Campaign Contribution and Expenditure Reports



**Arkansas**  
Ethics Commission

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Campaign Contribution Limit | Decisions in Contested Matters | New Ballot and Legislative Question Committees | **Reporting Calendars** | Citizen Complaints

SEARCH SITE

# Promoting Openness & Accountability

The Arkansas Ethics Commission was established in 1991 as a result of the voters' approval of Initiated Act I of 1990.

FIND OUT MORE

Calendars can be found at  
[ArkansasEthics.com](https://www.arkansasethics.com)

## REPORTING CALENDARS

2026 Reporting Calendar State or District

2026 Reporting Calendar Nonpartisan Judicial and Prosecuting Attorney

2026 Reporting Calendar County

2026 Reporting Calendar – County Candidates Who Have Received Contributions or Made Expenditures in Excess of \$5,000

2026 Reporting Calendar Municipal Mayor/Council

2026 Reporting Calendar – Municipal Mayor/Council Candidates Who Have Received Contributions or Made Expenditures in Excess of \$5,000

2026 Reporting Calendar Municipal City Manager

2026 Reporting Calendar – Municipal City Manager Candidates Who Have Received Contributions or Made Expenditures in Excess of \$5,000

2026 Reporting Calendar Municipal City Administrator

2026 Reporting Calendar – Municipal City Administrator Candidates Who Have Received Contributions or Made Expenditures in Excess of \$5,000

2026 Reporting Calendar Municipal Participating in Party Primary

2026 Reporting Calendar – Municipal Party Primary Candidates Who Have Received Contributions or Made Expenditures in Excess of \$5,000

2025 Reporting Calendar Annual School-May

2025 Reporting Calendar County Political Party Committee

2025 Reporting Calendar Independent Expenditures

2025 Reporting Calendar Political Action Committee

2025 Reporting Calendar Political Party

2025 Reporting Calendar State or District

- ▶ When may a candidate start raising campaign funds?  
Whenever they are ready.\*

Under Arkansas law,  
two (2) years before

contributions more than  
election.

- ▶ Act 202... ended the two-year fundraising blackout which prohibited candidates for public office from now permitting campaign contributions more than two (2) years before an election.

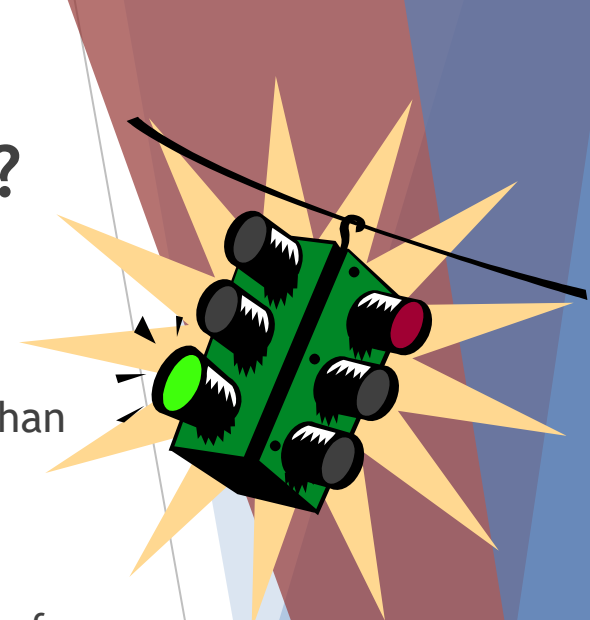
- ▶ Rep. Code Ann. § 7-6-203 (e)

- ▶ (Appl. 4/21)

- ▶ (e) It shall not be unlawful for any candidate for public office, any person acting on the candidate's behalf, or any person acting on the candidate's behalf, to accept campaign contributions more than two (2) years before the candidate seeks nomination or election to public office, or to solicit or accept campaign contributions for the sole purpose of raising funds to pay campaign debt.

- ▶ In keeping with...

\* Except judicial candidates. See Slides 12 and 13.



## What did not change?

- ▶ Campaign contribution limits still apply.
- ▶ Campaign contributions and campaign finance records from each election should still be segregated from personal and business funds.
- ▶ There is still a list of permissible contributors. Any contributor not on the list of permissible contributors is a prohibited contributor and contributions should not be accepted from them.



## ▶ When may a judicial candidate's campaign committee begin raising campaign funds?

- ▶ Campaign committees of candidates for judicial office may not solicit or accept campaign contributions more than one hundred eighty (180) days before an election.
- ▶ With respect to the general election for judicial offices on March 3, 2026, committees of judicial candidates may start raising funds after September 4, 2025. \*



\* Note, this rule is enforced by the Judicial Discipline and Disability Commission (JDDC). Please direct all such questions to the JDDC. Be aware that the JDDC has campaign training scheduled on August 22 and September 5, 2025.



- ▶ **When is a candidate required to begin reporting?**

- ▶ Except for Final reports, a candidate does not have to start filing reports until he or she has received contributions in excess of \$500 or made expenditures in excess of \$500.
- ▶ The crossing of the \$500 threshold is a one-time event.
- ▶ If and when a candidate for county, municipal, township, or school board raises or spends \$5,000, the candidate shall file monthly reports the year of the election.



A green rectangular stamp with the word "PAID" in a bold, sans-serif font, tilted slightly to the right.

- ▶ Is the payment of the filing fee from the candidate's personal funds considered either a contribution or an expenditure?
- ▶ In calculating the amount of contributions received or expenditures made, the payment of the filing fee from the candidate's personal funds is not considered either a contribution or an expenditure.
- ▶ Once the threshold has otherwise been met or a final report becomes due, the filing fee is required to be reported.



- ▶ How should the payment of the filing fee with personal funds be reported?
- ▶ A candidate who has paid the filing fee with his or her personal funds would report such funds as either a loan or a contribution to the campaign from the candidate and also as a campaign expenditure, or as a non-money/in-kind contribution (reporting it this way would limit your ability to be reimbursed).

# Act 254 of 2021

## Disclosure of Campaign Bank Account:

- ▶ Amended to add an additional subsection, Ark. Code Ann. § 7-6-207 (f)(1)
- ▶ (f)(1) For each financial institution the candidate and committee working on the candidate's behalf use for the purposes of receiving contributions or making expenditures within this state, the following information shall be submitted to the Secretary of State with the initial report filed under this section:
  - ▶ (A) The full name of the financial institution; and
  - ▶ (B) For the financial institution, the:
    - ▶ (i) Street address;
    - ▶ (ii) City;
    - ▶ (iii) State; and
    - ▶ (iv) United States postal zip code of the financial institution.
- ▶ (2) The information disclosed under subdivision (f)(1) of this section:
  - ▶ (A) Shall be made available to the commission upon request;
  - ▶ (B) Is not a public record; and
  - ▶ (C) Is exempt from disclosure under the Freedom of Information Act of 1967, § 25-19-101 et seq.



# What has not changed?

- ▶ Candidates for public office already had to have campaign funds in a separate bank account from all other funds.
- ▶ Candidates for public office already had to file the Statement of Financial Interest, disclosing the location of all of their personal holdings that exceed \$1,000 in value.



# Candidates for County, Municipal, or School Board Office





**Three (3) broad types of reporting schedules for county/municipal/township/school board candidates**

- **Candidates who raise/spend in total under \$500**
  - Only have Final C&E reports due for each election.
- **Candidates who raise/spend between \$500-\$5,000**
  - If candidate raises or spends over \$500 by end of year, Annual Report C&E Report Due.
  - Pre-election C&E report due
  - Final C&E report due
- **Candidates who raise/spend over \$5,000**
  - If candidate raises or spends over \$500 by end of 2025, Annual Report C&E Report Due
  - Starting in the year of the election (2026), monthly C&E reports due for the remainder of the election.
  - Preelection C&E report due
  - Final C&E report due

## ► Preelection Reports

- When are preelection reports due and what is the period of time covered?
  - Due no later than seven (7) days prior to each election.
  - Covers all campaign activity between the period covered by previous report, if any, and the period ten (10) days before the election.



NOTE: There are pre-election and final reports for the primary **AND** the general elections.

## ▶ Are there any exceptions to filing a preelection report?

▶ (Ark. Code Ann. 7-6-209)



▶ Unopposed candidates

▶ Opposed candidates who have not triggered the \$500 reporting threshold.



## ► Final Reports

- When is the final report for a particular election due?
  - Due no later than twenty (20) days after the end of the month following the month of the election. (i.e. May 20, 2026, and January 20, 2027)\*
- Are there any exceptions to the filing of a final report?
  - There are **NO EXCEPTIONS** to the filing of a final report for a primary, general, or runoff election.





# Candidates for State or District Office



Which includes candidates for:

- ▶ State-wide elected office/constitutional office
- ▶ State Senators
- ▶ State House of Representatives
- ▶ Supreme Court, Court of Appeals, Circuit Judge, & District Judge
- ▶ Prosecuting Attorney

- **Types of Reports**

- Non-Election Year

- Quarterly
- Monthly, beginning in the fourth(4<sup>th</sup>) quarter

- Election Year

- Monthly
- Pre-Election
- Final

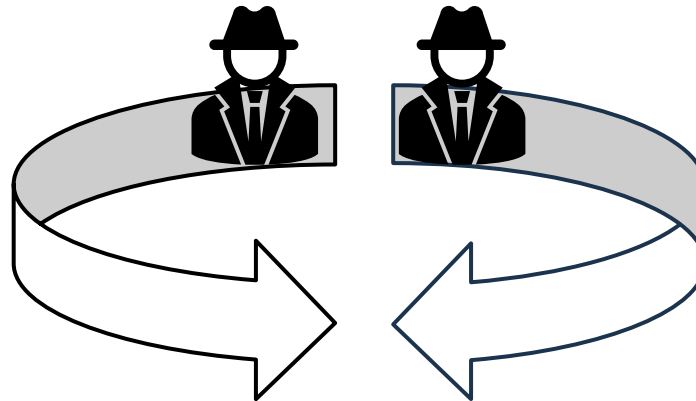


NOTE: There are pre-election and final reports for the primary AND the general elections.

- **During Non-Election Year**
  - When are quarterly reports due?
    - Due no later than fifteen (15) days after the end of each quarter.
- **During Election Year**
  - When are monthly reports due?
    - Due no later than ~~fifteen (15)~~ twenty (20) days after the end of each month.

- **When are preelection reports due and what is the period of time covered?**
  - Due no later than seven (7) days prior to each election.
  - Covers all campaign activity between the period covered by previous report and the period ten (10) days before the election.
  - A candidate who is unopposed in an election is not required to file a preelection report.

- Who must file a preelection report?
  - Opposed candidates who have triggered the \$500 reporting threshold.



- **When is the Final Report for a particular election due?**
  - Due twenty (20) days after the end of the month following the month of the election.
    - (i.e., if the election were in November, the Final would be due January 20<sup>th</sup>. If the election were in March, the Final would be due May 20<sup>th</sup>.)
- **Are there any exceptions to the filing of a final report?**
  - There are **NO exceptions** to the filing of a final report for a primary, general, or runoff election.



# Campaign Finance and Disclosure



## ► What is the campaign contribution limit?

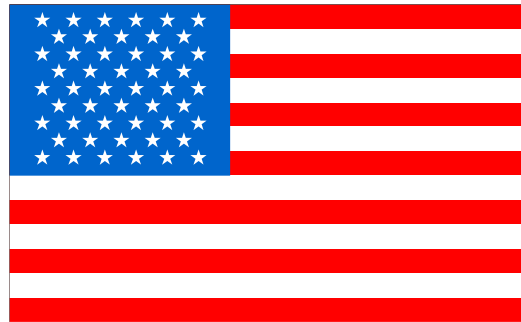
### ► \$3,500 per person per election from:

- 1) An Individual
- 2) A political party that meets the definition of a political party under § 7-1-101
- 3) A political party that meets the requirements of § 7-7-205
- 4) A county political party committee
- 5) A legislative caucus committee
- 6) An *approved* political action committee

- ▶ A candidate may accept a campaign contribution or contributions up to the maximum amount from any permissible contributor for each election in which he or she is a candidate, whether opposed or unopposed.

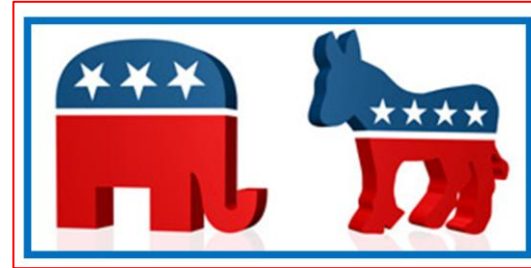


- Campaign contributions may not be made by or accepted from:
  - ▶ Individuals who are not citizens of the United States nor businesses.



- Are political action committees subject to the \$3,500 contribution limit?
  - Approved PACs are subject to the \$3,500 contribution limit.
  - A PAC which does not meet the requirements of an approved PAC constitutes a prohibited PAC.
  - Candidates may not accept contributions from prohibited PACs.
  - To see if a PAC is registered, find its registration form on the Secretary of State's website.

- **What about political parties?**
  - A party may contribute up to \$3,500 to each of the party's candidates per election.



- **What about County Political Party Committees?**
  - County Political Party Committees are subject to the \$3,500 contribution limit.

- ▶ How much may a candidate contribute to his or her own campaign?

- ▶ Ark. Code Ann. 7-6-203 (c)

- ▶ The \$3,500 limit does not apply to a candidate's own contributions from personal funds.

- ▶ In other words, there is no limit on the amount of personal funds a candidate may contribute to his or her own campaign.

- ▶ But, it is all reportable!!





- ▶ Does the \$3,500 limit apply to loans from financial institutions?
  - ▶ The \$3,500 limit does not apply to personal loans made by **financial institutions** to a candidate to be applied to the candidate's campaign.
  - ▶ There is no limit on the amount a candidate may personally borrow from a **financial institution** for use in his or her campaign.
  - ▶ Ark. Code Ann. 7-6-203 (c)





- If a candidate is putting personal funds into his or her campaign, how should those funds be reported?
  - In one of two (2) ways:
    - Loan
    - Contribution
  - There is a big difference, in that a candidate may use campaign funds to repay himself or herself if such funds are reported as a loan.

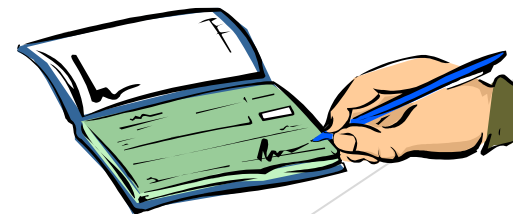
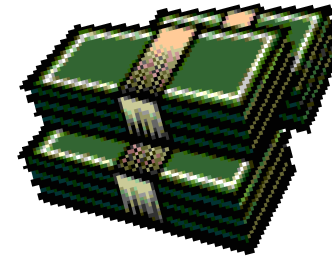
## 11. LOAN INFORMATION

Please Type or Print  
Do not list loans previously reported

DATE	NAME AND ADDRESS OF LENDING INSTITUTION	GUARANTOR(S) IF ANY	AMOUNT
7/1/23	Community Bank	\$10,000	
8/15/23	Ms. Jane Candidate	\$750	
9/8/23	Ms. Jane Candidate	\$9,000	
9/17/23	Mr. Joe A. Contributor	\$3,500	
9/25/23	Ms. Jane Candidate	\$200	
12. TOTAL LOANS DURING REPORTING PERIOD			\$

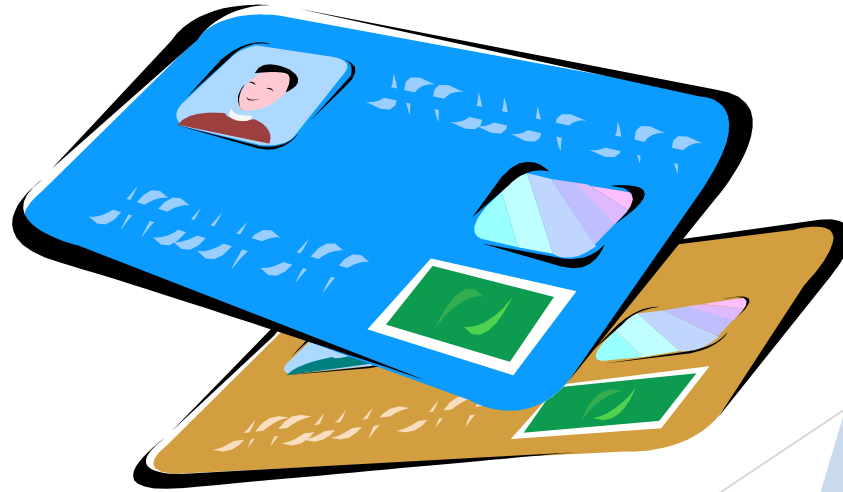
Note: Loans from anyone but the candidate or the bank are capped at the contribution limit.

- What are the limits on the use of cash?
  - Contributions - \$100
  - Expenditures - \$50
- All contributions or expenditures in excess of these amounts must be made by written instrument.
- (Ark. Code Ann. § 7-6-204)



▶ **What about a contribution made by credit card or debit card?** (Ark. Code Ann. § 7-6-204)

- ▶ “Written instrument” includes without limitation a paper record signed by the cardholder that has:
- ▶ Valid name
  - ▶ Complete address
  - ▶ Place of business
  - ▶ Employer
  - ▶ Occupation



- **What about a contribution made through the internet?** (Ark. Code Ann. § 7-6-204)
  - “Written instrument” also includes an electronic record created and transmitted by the cardholder that contains the following information for the cardholder:
    - Valid name
    - Complete address
    - Place of business
    - Employer
    - Occupation



- ▶ Are there any exceptions to the limits on using cash?

- ▶ (Ark. Code Ann. § 7-6-204)

- ▶ The payment of the filing fee may be in cash even though the amount exceeds \$50.

- ▶ The candidate is required to obtain a receipt and report the payment as a campaign expenditure.







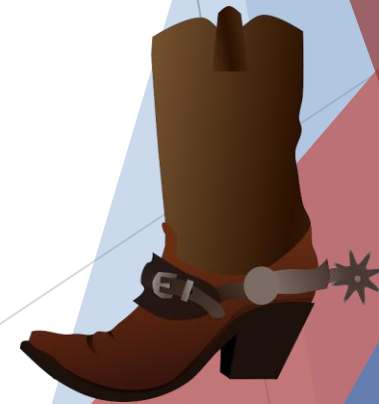
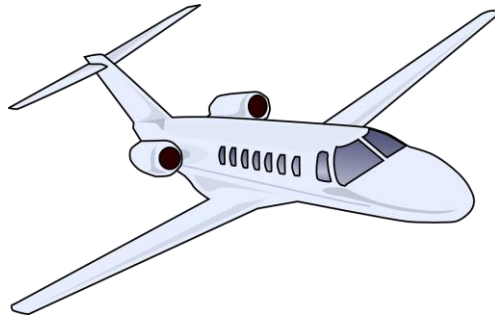
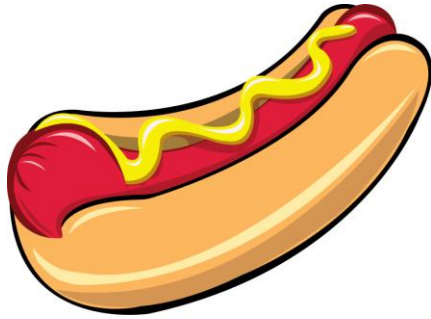
- **What about anonymous contributions?**
  - A candidate may not keep an anonymous contribution of \$50 or more and is required to give such contributions to the Secretary of State for deposit in the State Treasury as general revenues.
  - Ark. Code Ann. § 7-6-205

## ► What are “in-kind” contributions?

- A person makes an “in-kind” contribution when, in connection with the nomination or election of a specific candidate, he or she purchases, sells or provides a service, to or on behalf of a candidate, without charge or for a charge which is less than the fair market value of the item or service provided.
- Ark. Code Ann. § 7-6-205

## Campaign Finance and Disclosure

- ONLY from permissible contributors!!!
- Valued no more than \$3,500!!!
- Value must be added to any monetary contributions from a contributor for purposes of the contribution limit!!!



- ▶ What is the value of an “in-kind” contribution?
- ▶ The value of an “in-kind” contribution is its fair market value if it had been purchased, sold or leased in the ordinary course of business.



- ▶ NOTE: There is an exception to the reporting of “in-kind” contributions for volunteer services provided free of charge. This exception applies to both manual tasks and specialized services.

# Campaign Finance and Disclosure

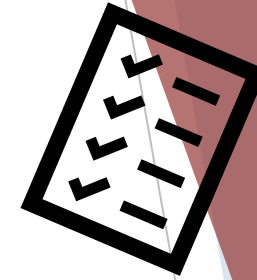
- ▶ When is itemization required with respect to contributions and expenditures?
  - ▶ Contributions in excess of ~~\$50~~ **\$200**
  - ▶ Expenditures in excess of \$100



- ▶ **How are contributions over \$200 handled for reporting purposes?**
  - ▶ Each person, including the candidate, who made a contribution or contributions which, in the aggregate, exceeded \$200 must be listed.
  - ▶ For each person listed, you must provide the following information:
    - ▶ Name and address
    - ▶ Place of business/employer/occupation
    - ▶ Date and amount of contribution.
  - ▶ Ark. Code Ann. § 7-6-207
  - ▶ Act 753 of 2023 amended the itemization thresholds.

- ▶ How are expenditures over \$100 handled for reporting purposes?
  - ▶ Each expenditure which exceeds \$100 must be itemized.
  - ▶ For each such expenditure, you must provide the following information:
    - ▶ Name and address of the person, including the candidate, to whom expenditure was made
    - ▶ Date and amount of expenditure
- ▶ Ark. Code Ann. § 7-6-207





- How are contributions and expenditures which fall below the itemization thresholds reported?
  - There are lines on the various reporting forms for the lump-sum disclosure of such “non-itemized” contributions and expenditures.
  - NOTE: In addition, the reporting forms contain a section for the reporting of all campaign expenditures by category.

## Campaign Finance and Disclosure

## 19. CAMPAIGN EXPENDITURES BY CATEGORY

Please Type or Print

[illegible]

Pay on time! 😱

- When is a campaign contribution deemed to have been accepted?
- A campaign contribution is deemed accepted when it has been delivered to a candidate (or a person acting on the candidate's behalf) and is not returned within a reasonable time.
- The question of what is a “reasonable time” depends upon the facts of a particular situation but normally should not be more than five (5) business days.





# When is a campaign expenditure deemed to have been made?

- An expenditure is deemed made on the date the amount is readily ascertainable by the person making the expenditure.
- If the amount of an expenditure is not known or readily ascertainable under normal business practices until receipt of a periodic bill, the date of the expenditure is the date the bill is received.
- An expenditure by credit card must be included in the report for the period during which the charge was made, not in the report for the period during which the statement from the credit card company or charge account was received.

# ► Are there prohibited uses of campaign funds? ...Yes!



- A candidate may not use campaign funds to fulfill any commitment, obligation or expense that would exist regardless of the candidate's campaign.
- Ark. Code Ann. § 7-6-203

- ▶ Campaign funds may not be used for personal expenses such as:
  - ▶ Household food items and supplies
  - ▶ Clothing
  - ▶ Mortgage, rent, and utility payments
  - ▶ Membership dues to a country club, health club, or recreational facility
  - ▶ Contributions to the campaign of others.

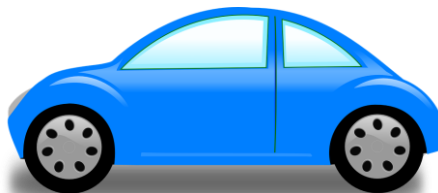
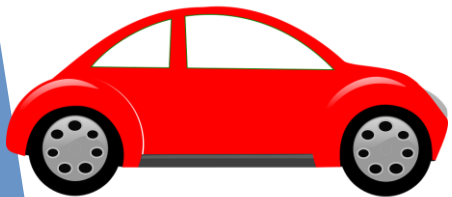


- **May reimbursement be sought for automobile usage?**
  - The payment of travel expenses associated with automobile usage during a campaign is allowable.
  - If campaign funds are used for reimbursement of automobile travel, the following must be observed:
    - The campaign may reimburse the candidate and/or campaign workers for actual miles driven relating to campaign activity at a reasonable mileage rate not to exceed the rate at which the State of Arkansas reimburses its employees for private automobile mileage for official business travel.



## ▶ Reimbursement for automobile usage (continued)

- ▶ The campaign must maintain records showing the date of travel, destination(s) involved, purpose of travel, and odometer readings of each trip for which reimbursement is paid.
- ▶ Maintenance costs should be paid from personal funds, not campaign funds, as the rate per mile necessarily includes depreciation and anticipated maintenance costs.





## ▶ May a candidate employ campaign workers?



- ▶ A candidate may use campaign funds to hire employees to work for his or her campaign and may pay such employees reasonable wages or expenses for campaign-related activities.
- ▶ A candidate who is unopposed may not use campaign funds to employ family members.
- ▶ The reporting form contains a section which requires disclosure of the name of each person hired as a campaign worker even if the amount paid does not exceed \$100.

- How long must **records** concerning contributions and expenditures be maintained?

- **Four (4) years**

4



4

4

4

4



- ▶ **What happens if your campaign ends in debt?**
  - ▶ A candidate whose campaign ends in debt may solicit funds and hold fundraisers to retire campaign debt.
  - ▶ Contributors must be given notice that the contributions are for debt retirement.
  - ▶ Contributions received to retire debt are treated as contributions for the prior election and the contribution limits continue to apply.
  - ▶ A candidate cannot have remaining campaign funds and debt at the same time. Those remaining campaign funds must be used to repay the campaign debt.



- ▶ **What happens if your campaign doesn't end in debt?**
  - ▶ A candidate who is not in debt may not accept campaign contributions after the date of the election.





## ► What happens if your campaign ends with funds remaining?

- Nonjudicial candidates may keep campaign funds as remaining campaign funds.
- Those candidates who choose to retain remaining campaign funds should **continue filing reports.**

A sample of a "CAMPAIGN CONTRIBUTION AND EXPENDITURE REPORT" form. The form is titled "CAMPAIGN CONTRIBUTION AND EXPENDITURE REPORT" and includes instructions for candidates and their committees. It contains various sections for reporting contributions, expenditures, and other campaign-related information. The form is partially filled out with handwritten text, including names, addresses, and dates. The form is tilted and placed over a background of yellow stars and blue and red geometric shapes.

## ▶ How may a candidate dispose of remaining funds?

- ▶ A candidate with remaining campaign funds may turn them over to either:
  - ▶ The state treasurer for benefit of the general revenue fund
  - ▶ A political party or caucus
  - ▶ A Section 501(c)(3) charity
  - ▶ Cities of the first or second class, or incorporated towns
  - ▶ The contributors to the campaign



- ▶ **How should the disposition of remaining campaign funds be reported?**
- ▶ The final report for candidates contains a section to disclose the method by which a candidate has disposed of remaining campaign funds. If the money is not disposed of before the final report is due, the candidate shall continue to file reports and disclosure any disbursements on future C&E reports.

## What about leftover campaign signs and materials?

- ▶ A candidate may retain campaign signs, campaign literature, and other printed campaign materials that:
  - ▶ Were purchased by the campaign;
  - ▶ Were reported on the appropriate contribution and expenditure report for the campaign at the time of the purchase; and
  - ▶ Are retained for use in a future campaign by the same candidate.





- ▶ A candidate:
  - ▶ May reuse such campaign signs, campaign literature, and other printed campaign materials in future campaigns; and
  - ▶ Is not required to list the campaign signs, campaign literature, and other printed campaign materials under subsection (a) of this section in future reports filed under this subchapter.

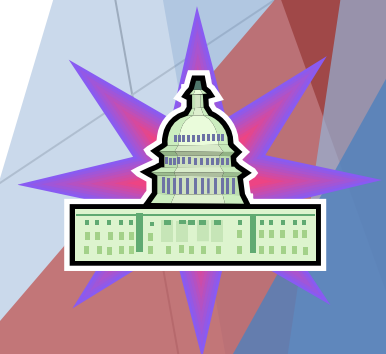
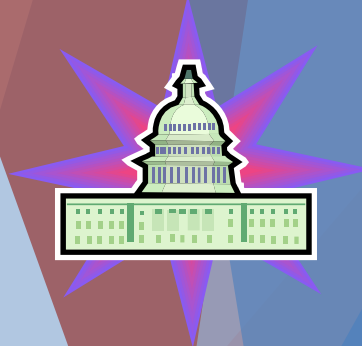


- ▶ **What should a candidate do with remaining campaign funds?**
  - ▶ Remaining campaign funds must be placed in a separate account from all other business and personal funds.
  - ▶ Such funds may be used for officeholder expenses or future campaigns.
  - ▶ Remaining campaign funds may be disposed of in the same manner as surplus funds.

- ▶ **How long may remaining campaign funds be retained?**
- ▶ Remaining campaign funds may be retained for a period of ten (10) years after the last election in which the candidate's name appeared on the ballot or, if applicable, not more than ten (10) years after the last day the person held office.

- ▶ What are the reporting requirements with respect to remaining campaign funds?
  - ▶ If a candidate keeps remaining campaign funds after an election, the candidate shall continue filing the reports required by this subsection.

- **Where are remaining campaign fund reports filed?**
  - County/Municipal Candidates or Officeholders file with:
    - Secretary of State (online filing system)
  - State/District Candidates or Officeholders file with:
    - Secretary of State (online filing system)



# -Printed Campaign Materials-

### Disclosure Requirements for Printed Campaign Materials Effective November 1, 2023

.....  
Act 307 of 2023 amended Ark. Code Ann. § 7-6-228 (which concerns campaign signs and materials) and added additional subsections, which read as follows:

(c)(1)(A) Campaign signs, campaign literature, and other printed campaign materials shall clearly contain the words “Paid for by” followed by the name of the candidate, committee, or person who paid for the campaign sign, campaign literature, or other printed campaign materials.

(B) The candidate printing the campaign sign, campaign literature, or other printed campaign materials shall be responsible for including the language required by subdivision (c)(1)(A) of this section.

(C) When the printed campaign material is a two-sided sign, the “Paid for by” language required by this subsection shall appear on both sides of the sign.

As defined in Ark. Code Ann. § 7-1-101(32)(A), “Printed campaign materials” means:

- (i) Literature mailed to an elector that is intended to or calculated to influence the vote of an elector in an election in this state, including without limitation signs, banners, flyers, and pamphlets; and
- (ii) Yard signs and push cards intended to or calculated to influence the vote of an elector in an election in this state.

“Printed campaign materials” does not mean political paraphernalia, including without limitation stickers, buttons, pens, T-shirts, nail files, or other similar trinkets.

This requirement applies only to campaign signs, campaign literature, and other printed campaign materials created by or sponsored by a political candidate or the campaign of a political candidate, a political action committee, or an independent expenditure committee.

Moreover, when the printed campaign material is a two-side sign, the “Paid for by” language required by Ark. Code Ann. § 7-6-228 shall appear on both sides of the sign.  
(See Act 307 of 2023)

# Advertisements...

(See Ark. Code Ann. § 7-1-103)

- ▶ All articles, statements, or communications appearing in any newspaper printed or circulated in this state intended or calculated to influence the vote of any elector in any election and for the publication of which a consideration is paid or to be paid shall clearly contain the words “Paid Political Advertisement”, “Paid Political Ad”, or “Paid for by” the candidate, committee, or person who paid for the message. Both the persons placing and the persons publishing the articles, statements, or communications shall be responsible for including the required disclaimer.
- ▶ All articles, statements, or communications appearing in any radio, television, or any other electronic medium intended or calculated to influence the vote of any elector in any election and for the publication of which a consideration is paid or to be paid shall clearly contain the words “Paid Political Advertisement” or “Paid Political Ad” or “Paid for by”, “Sponsored by”, or “Furnished by” the true sponsor of the advertisement. Both the persons placing and the persons publishing the articles, statements, or communications shall be responsible for including the required disclaimer.

# New law this cycle designed to increase timely compliance → Act 753 of 2023

- ▶ Ark. Code Ann. § 7-6-232. Delinquent reports.
- ▶ (a) The Arkansas Ethics Commission **shall** review the timeliness of reports filed with the Secretary of State by all candidates for state or district office pursuant to § 7-6-207.
- ▶ (b)(1) If a candidate for state or district office has failed to file a required report, the commission shall notify the candidate in writing that the report is delinquent and request that the report be filed within thirty (30) days of the report's original due date. (2) The notice under subdivision (b)(1) of this section shall be sent by regular mail to the candidate.
- ▶ (c)(1) The **third** and subsequent time during an election cycle that a candidate is sent written notice of a delinquent report and fails to file the report within thirty (30) days of the report's original due date, **the commission shall bring a complaint against the candidate** and, if a violation is found, impose a fine of one thousand dollars (**\$1,000**) unless good cause be shown for the violation. (2) In addition to imposing a fine, the commission shall also be authorized to take one (1) or more of the following actions: (A) Issue a public letter of caution, warning, or reprimand; (B) Order the candidate to file one or more reports; or (C) Report the matter and make recommendations to proper law enforcement authorities.



**\$1,000**

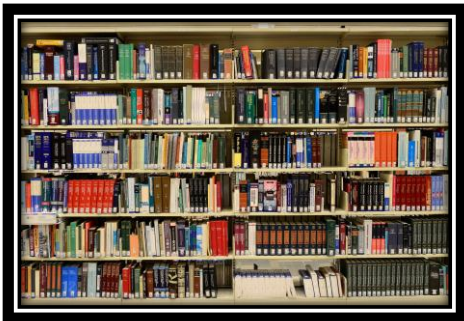


## Statement of Financial Interest

- ▶ As a candidate for public office, you had a Statement of Financial Interest (SFI) due the Monday after close of the filing period for calendar year 2024.
  - ▶ Blank versions of the SFI, along with instructions on completing is, are available at [ArkansasEthics.com](https://www.arkansasethics.com).
- ▶ As a candidate for public office, you have another Statement of Financial Interest (SFI) due on or before January 31, 2025, for calendar year 2024.
- ▶ After you win 😊 , you will have another SFI due each January.

# Also, After You Win, Please Review:

- ▶ The Rules on Conflicts (ArkansasEthics.com)
- ▶ The Rules on Gifts (ArkansasEthics.com)
- ▶ The Rules on Prohibition on Gifts from Lobbyist to Certain Public officials (for state and district elected officials)
- ▶ All of these can be found in the Code of Arkansas Rules (CAR)





# Restricted Campaign Activities for Public Servants

- ▶ **There are certain restrictions applicable to “Public Servants”.**
- ▶ **Who qualifies as a Public Servant?**
  - ▶ The term “Public Servant” is defined in Ark. Code Ann. §21-8-402 (18) to mean:
    - ▶ All public officials
    - ▶ All public employees, and
    - ▶ All public appointees

## ► “Public Official”

- Under Ark. Code Ann. §21-8-402 (17), “Public Official” means a legislator or any other person holding an elective office of any governmental body whether elected or appointed to the office, and shall include such persons during the time period between the date they were elected and the date they took office.

## ▶ “Public Employee”

- ▶ Under Ark. Code Ann. § 21-8-402 (16)(A), “public employee” means an individual who is employed by a governmental body or who is appointed to serve a governmental body.

## ▶ “Public Appointee”

### ▶ Ark. Code Ann. § 21-8-402 (15)

- ▶ “Public Appointee” means an individual who is appointed to a governmental body.
- ▶ “Public Appointee” shall not include individuals appointed to an elected office.

## ► Devoting time or labor toward a campaign

- Ark. Code Ann. § 7-1-103(a)(2)(A)(i) states:

It shall be unlawful for any public servant... to devote ANY time or labor during usual office hours toward the campaign of any other candidate for office or for the nomination to any office.

- Ark. Code Ann. § 7-1-103 (a)(2)(A)(ii) states:

Devoting ANY time or labor during usual office hours towards the campaign of any other candidate for office or for the nomination to any office includes without limitation the gathering of signatures for a nominating petition.





### ► Circulating Initiative or Referendum Petitions

#### ► Ark. Code Ann. § 7-1-103(a)(2)(B) states:

It shall be unlawful for any public servant... to circulate an initiative or referendum petition or to solicit signatures on an initiative or referendum petition in any public office of the state, county, or municipal governments of Arkansas or during the usual office hours or while on duty for any state agency or any county or municipal government in Arkansas.

- ▶ **Coercing others to devote time or labor towards a campaign**
- ▶ Ark. Code Ann. § 7-1-103(a)(2)(C) provides:  
It shall be unlawful for any public servant... to coerce, by threats or otherwise, any public employee into devoting time or labor toward the campaign of any candidate for office or for the nomination to any office.

- ▶ **Distributing campaign materials out of a public room or office**
- ▶ Ark. Code Ann. § 7-1-103 (a)(3)(A) further provides:  
It shall be unlawful for any public servant... to use any office or room furnished at public expense to distribute any letters, circulars, or other campaign materials *unless* such office or room is regularly used by members of the public for such purposes without regard to political affiliation.

## ► Using personal property provided with public funds

### ► Ark. Code Ann. § 7-1-103 (a)(3)(A) states:

It shall further be unlawful for any public servant to use for campaign purposes any item of personal property provided with public funds.

### ► Ark. Code Ann. § 7-1-103 (a)(3)(B)

As used in this subdivision, “campaign materials” and “campaign purposes” refer to:

- The campaign of a candidate for public office; and
- Efforts to support or oppose a ballot measure, (except as provided in §7-1-111).

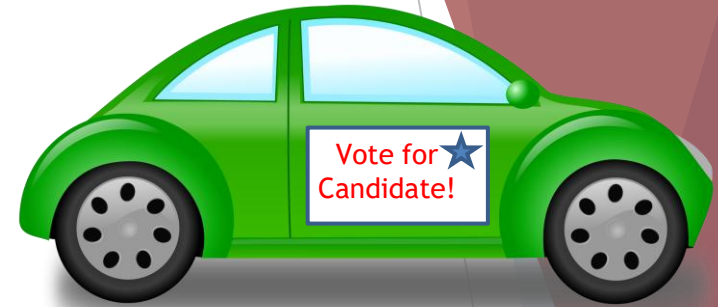


## ▶ Assessments, subscriptions, and contributions

### ▶ Ark. Code Ann. § 7-1-103(a)(4) states:

- ▶ It shall be unlawful for any person to assess any public employee for any political purpose whatever OR
- ▶ to coerce by threats or otherwise any public employees into making a subscription or contribution for any political purpose.

## ► Placing campaign Materials on Government Vehicles



### ► Ark. Code Ann. § 7-1-103(a)(6) states:

It shall be unlawful for any campaign banners, campaign signs, or other campaign literature to be placed on any cars, trucks, tractors, or other vehicles belonging to the State of Arkansas or any municipality, county, or school district in the state.

## ► Criminal Penalties Ark. Code Ann. § 7-1-103

### ► Subsection (b)(1) of § 7-1-103 provides that:

Except as otherwise provided, the violation of any provision of this section shall be a Class A misdemeanor.

### ► Subsection (b)(2)(A) goes on to provide that:

Any persons convicted under the provisions of this section shall thereafter be ineligible to hold any office or employment in any of the departments in this state.



## ► Criminal Penalties Ark. Code Ann. § 7-1-103

### ► Subsection (b)(2)(B)(i) provides further that:

If any person is convicted under the provisions of this section while employed by any departments of this state, he or she shall be removed from employment immediately.

### ► Subsection (b)(2)(B)(ii) of Ark. Code Ann. § 7-1-103 goes on to provide that:

If any person is convicted under the provisions of this section while holding public office, the conviction shall be deemed misfeasance and malfeasance in office and shall subject the person to impeachment.



## Other Helpful Resources:

- ▶ The Arkansas Ethics Commission Rules on Campaign Finance & Disclosure ([www.ArkansasEthics.Com](http://www.ArkansasEthics.Com))
- ▶ The Running for Public Office Handbook ([www.SoS.Arkansas.gov](http://www.SoS.Arkansas.gov))
- ▶ The Judicial Election Guide ([www.ARCourts.gov](http://www.ARCourts.gov))

This publication provides guidance on certain aspects of Arkansas law. This publication is not intended to replace the law or to change its meaning, nor does this publication create or confer any rights for or on any person or bind the Arkansas Ethics Commission or the public.

The reader is also encouraged to consult the Arkansas Code sections provided below, applicable court decisions, and the Commission Rules and Commission Advisory Opinions, which are available at [ArkansasEthics.com](https://www.arkansasethics.com).

- ▶ Sections 28, 29, and 30 of Article 19 of the Arkansas Constitution;
- ▶ Ark. Code Ann. § 3-8-701 *et seq.* (entitled “Disclosure Act for Initiative Proceedings”);
- ▶ Ark. Code Ann. § 7-1-103(a)(1)-(4), (6) and (7) (concerning “Elections”);
- ▶ Ark. Code Ann. § 7-6-201 *et seq.* (entitled “Campaign Financing”);
- ▶ Ark. Code Ann. § 7-9-401 *et seq.* (entitled “Disclosure Act for Public Initiatives, Referenda, and Measures Referred to Voters”);
- ▶ Ark. Code Ann. § 19-11-718 (concerning “Special State Employees - Conflicts of Interest”)
- ▶ Ark. Code Ann. § 21-1-401 *et seq.* (concerning “Constitutional Officers and Their Spouses”);
- ▶ Ark. Code Ann. § 21-8-301 through § 21-8-903 (referred to as “The Disclosure Act for Lobbyists and State and Local Officials”);
- ▶ Ark. Code Ann. § 21-8-1001 *et seq.* (pertaining to “State Boards, Commissions, and Entities Receiving State Funds”); and
- ▶ Ark. Code Ann. § 23-115-501(e) and § 23-115-601(j) (concerning “Arkansas Scholarship Lottery Act” vendor/retailer gift/compensation prohibition).

For further information, please contact the  
Arkansas Ethics Commission:

Phone: (501) 324-9600 Or Toll-Free: (800)  
422-7773

501 Woodlane Street, Suite 301N  
Little Rock, AR 72201

# Campaign Training 2025-2026 Election Cycle

Arkansas Ethics Commission



## THE END