



# Seminar/Webinar for Trade Associations, Membership and Labor Organizations and their PACS

May 22, 2013

FEC Headquarters – Washington, DC

## AGENDA (All Times Eastern)

**8:30 - 9:00 AM — Registration**

**9:00 - 9:15 AM — Welcome**

**9:15 - 9:30 AM — Break**

**9:30 - 11:00 AM — Breakout Workshops**

*(Choose One Option)*

**Option A1: Basics for Beginners**

- Overview of FECA
- Contributions and expenditures
- Filing information

**Option A2: Recent Developments in the Law**

*(Do not select option A2 if you have not previously attended an FEC workshop.)*

- Important court cases
- Recent legislation and regulations

**11:00 - 11:15 AM — Break**

**11:15 AM - 12:45 PM — Team Workshops:  
PAC Operations, Part 1**

*(Please choose based on the organization you represent)*

**Option B1: Trade Associations**

- Solicitation Notices
- Collecting Contributions
- Fundraising Techniques

**Option B2: Membership and Labor Organizations**

- Solicitation Notices
- Collecting Contributions
- Fundraising Techniques

**12:45 - 1:45 PM — Lunch Break**

Lunch on your own. A list of local restaurants will be provided.

**1:45 - 3:15 PM — Team Workshops:  
PAC Operations, Part 2**

*(Please choose based on the organization you represent)*

**Option B1: Trade Associations**

- Methods for supporting federal candidates
- RAD review and referral policy

**Option B2: Membership and Labor Organizations**

- Methods for supporting federal candidates
- RAD review and referral policy

**3:15 - 3:30 PM — Break**

**3:30 - 4:30 PM — Breakout Workshops**

*(Choose One Option)*

**Option C1: Campaign Activity By Corporations,  
Unions and Others**

- Independent Expenditures
- Electioneering Communications
- Super PAC and Hybrid PAC expenditures
- Permitted organization communications and use of facilities

**Option C2: Electronic Filing: Hands on Training  
with FECFile**

- Learn how FECFile (the FEC's electronic filing software) works and its features

**4:30 - 5:00 PM — Meet Your Campaign Analyst**

An opportunity to meet your Campaign Finance Analyst, the person who reviews your committee's reports, and discuss your questions regarding reporting and the FEC's review process.