



## CEPA PAC POLICY & GUIDELINES

### *CY 2024*

CEPA PAC is the Political Action Committee for the American Council of Engineering Companies of Pennsylvania (ACEC/PA). CEPA PAC supports candidates and Pennsylvania elected officials who support for the business interests of the engineering community in our state. Every ACEC/PA Board meeting shall include an update as to the status of the PAC expenditures and to whom our support is given. Those reports will be posted on the CEPA PAC section of the ACEC/PA website ([www.acecpa.org](http://www.acecpa.org)). These reports will be for ACEC/PA Members only and will be password-protected.

Every calendar year, the ACEC/PA Executive Director shall provide to the PAC Committee a suggested spending allowance for the calendar year. The PAC Committee consists of the ACEC/PA Board President, President-Elect, Vice President, Treasurer, Secretary, National Director/Immediate Past President and Chair, Government Affairs Chair & Vice Chair (Ex-Officio) and Chapter Presidents (Ex-Officio). After review and acceptance by the PAC Committee, the CEPA PAC Budget shall be presented to the ACEC/PA Board of Directors for review and acceptance. Amendments to the CEPA PAC Budget may be approved by the PAC Executive Committee.

As financial requests are received from candidates for CEPA PAC support, the Executive Director shall forward each request (both budgeted and un-budgeted) to the PAC Executive Committee for a vote. Once approved by the PAC Committee, the Executive Director then has the authority to, and will issue a CEPA PAC check supporting the candidate or official in question.

Solicitations for CEPA PAC contributions: Requests to contribute CEPA PAC dollars to an individual or candidate **must be made by ACEC/PA Members who have contributed to the CEPA PAC and ACEC PAC in the current calendar year.** Requests must be made in writing and submitted to the ACEC/PA Executive Director. Requests must be specific and detail to whom the dollars should be contributed, which office he/she holds and/or is seeking, reasons explaining why this/these individual(s) should have ACEC/PA support and the amount of money that is being requested. Each candidate must complete the ACEC/PA PAC Questionnaire and return to Executive Director along with member request to be considered. **All members seeking expenditure of CEPA PAC dollars MUST be in good standing with ACEC/PA Membership dues paid in-full. No exceptions.**

Solicited requests approval Process: All CEPA PAC requests that are submitted in writing to the ACEC/PA Executive Director are brought before the CEPA PAC Executive Committee for approval. Majority vote in favor by the Executive Committee authorizes the expenditure of CEPA PAC dollars. The ACEC/PA Questionnaire must be completed and returned prior to PAC Executive Committee consideration. The candidate will be informed of the PAC Executive Committee's decision and direction for use of CEPA PAC funds by the ACEC/PA Executive Director.