



Campaign Finance/TRACER Steps for Candidates Impacted by Redistricting

November 10, 2021

As a result of redistricting, some candidates may find that the number of the legislative district they are running for has changed. If redistricting has resulted in your district number changing, you can follow the administrative steps below in TRACER to register a new committee and candidacy that reflects the new district number.

Step 1

Register a new committee in TRACER for the new district (e.g. if HD 10 became HD 12 then submit a new committee registration for HD 12).

Step 2a

Terminate the existing committee in TRACER. The candidate can carry the fund balance of the old committee forward to the new committee by showing an expenditure from the old HD committee to the new HD committee (do not have to return contributions to the contributors).

In the Expenditure Entry page, enter the information for the expenditure. Note: For the Expenditure Type, choosing Other is permissible and then use the Explanation box to note that the funds are being transferred to the new committee due to redistricting.

Expenditure			
Disbursement Type	Expenditure Type	Expenditure Date	Payment Type
Monetary (Itemized) ▼	Other ▼	11/9/2021	Check ▼
Expenditure Amount	Account/Reference Number		
4950			
Made for Electioneering Communication			
<input type="radio"/> Yes <input checked="" type="radio"/> No		Click here for info about Electioneering Communications	
Explanation			
transfer funds to new committee established for new district			
			<input type="checkbox"/> Lock Expenditure Info
External Reference ID			

Choose Candidate Committee for the Payee Type. Enter all or part of the new committee's name and Search. A Search Results grid populates. Choose the blue link for the appropriate committee.

Payee

Payee Type:

Committee Name:

Committee ID:

Lock Payee Info

Search Results Results per page:

ID	Name	Address	City, State, Zip	Status
20195037157	COMMITTEE TEST W&T SOP 1	1023 WALMART	PUEBLO, CO 81005	Active
20215040084	ELECT TEST CANDIDATE FOR HD 10	123 MAIN	DENVER, CO 80000	Active
20215040085	ELECT TEST CANDIDATE FOR HD 12	123 MAIN ST	DENVER, CO 80000	Active

The committee's information populates in the Payee section. Click Save.

Expenditure

Disbursement Type:

Expenditure Type:

Expenditure Date:

Payment Type:

Expenditure Amount:

Account/Reference Number:

Made for Electioneering Communication: Yes No [Click here for info about Electioneering Communications](#)

Explanation:

External Reference ID:

Lock Expenditure Info

Payee

Payee Type:

Committee Name:

Address:

City/State/Zip:

Committee ID:

Lock Payee Info

A message appears stating that the transaction may be prohibited. Due to the nature of transferring funds to a new committee for a new district, you can ignore this warning and click the Continue Save button.

Campaign Finance Mandate (CFM) [Change My Firm](#)

! Please review the following warnings:

- Organization/payee combination may be prohibited. Transferring unexpended funds from a candidate committee may be acceptable.

Step 2b

The candidate should also terminate their candidate account tied to the old district in TRACER. This can be done at the same time the candidate terminates the candidate committee for the prior district.

Before continuing, please indicate if you intend for this to be a Termination Report. It is required that the report have an ending monetary balance of zero (line 5).

Is this a Termination Report?

No Yes

Committees should not terminate if there are any outstanding obligations. Does this committee have any outstanding obligations or monies owed to lenders and vendors?

No Yes

Do you wish to terminate the candidate TEST CANDIDATE at this time?

No Yes

Step 3

Report a contribution from the old committee for the amount of the old committee's fund balance on the next report due for the new committee.

In the Contribution Entry page, enter the information for the transfer of funds from the old committee to the new one established due to redistricting.

Contribution

Contribution Type Monetary (Itemized)	Receipt Date 11/9/2021	Receipt Type Check
Contribution Amount 4950	Aggregate Amount	Account/Reference Number

[Click here for info about aggregate.](#)

Explanation
transfer funds from old committee due to redistricting

External Reference ID

Choose Candidate Committee for the Contributor Type. Enter all or part of the old committee name and click Search. A Search Results grid populates. Click on the blue link for the appropriate committee.

Contributor Information

Contributor Type: Candidate Committee
Committee Name: test
Committee ID:

Lock Contributor Info


Results per page: 10

ID	Committee Name	Address	City/State/Zip	Status
20195037157	COMMITTEE TEST W&T SOP 1	1023 WALMART	PUEBLO, CO 81005	Active
20215040084	ELECT TEST CANDIDATE FOR HD 10	123 MAIN	DENVER, CO 80000	Terminated
20215040085	ELECT TEST CANDIDATE FOR HD 12	123 MAIN ST	DENVER, CO 80000	Active

The committee information populates in the Contributor Information section. Click Save.

Contribution		
Contribution Type Monetary (Itemized)	Receipt Date 11/9/2021	Receipt Type Check
Contribution Amount 4950	Aggregate Amount 4950 Click here for info about aggregate.	Account/Reference Number
Explanation transfer funds from old committee due to redistricting		
External Reference ID		
Contributor Information Contributor Type: Candidate Committee Committee Name: ELECT TEST CANDIDATE FOR HD 10 Committee ID: 20212040934		
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		<input type="button" value="Clear"/>

A message appears stating that the transaction may be prohibited. Due to the nature of transferring funds to a new committee for a new district, you can ignore this warning and click the Continue Save button.

 **Please review the following warnings:**

- Organization/Contributor combination may be prohibited. Transferring unexpended funds from a candidate committee may be acceptable.

Important Note

- If a contributor has maxed out their contributions to the candidate via the old district committee, that contributor may NOT contribute again to the new district committee.
- Since TRACER is unable to track contributor aggregates between the old and new committees, the committee will need to keep track of this on their own and ensure no contributor exceeds the applicable election cycle limit.

Step 4

File a new candidate affidavit for the new district.

- If the candidate filed an affidavit in the current election cycle for the existing district and is now filing a new candidate affidavit because of a change in the district number, the new affidavit should mirror the previously filed affidavit. For example, if a candidate's affidavit for HD 10 indicated the candidate accepted Voluntary Spending Limits (VSL) then the affidavit for HD 12 should also reflect the acceptance of VSL.

Step 5

If it has been more than 90 days since the candidate has previously filed a Personal Financial Disclosure (PFD) statement with this office, a new PFD is required within 10 days of filing the new candidate affidavit.

https://www.sos.state.co.us/pubs/elections/CampaignFinance/forms/CPF_PFD.pdf

If a previous PFD is already on file (within 90 days of the filing of the new affidavit) we still recommend the candidate file a Personal Financial Disclosure (PFD) update form to reflect the new district number if their district number has changed.

https://www.sos.state.co.us/pubs/elections/CampaignFinance/forms/CPF_PFD_UPDATE.pdf

Step 6

There may be additional ballot access considerations so please reach out to our ballot access team for more information.

Colorado Secretary of State
Elections Division
Ballot Access Department
303-894-2200 x6333
ballot.access@coloradosos.gov

As always, if you have any questions about the campaign finance implications of redistricting or any other campaign finance questions or concerns, please do not hesitate to contact us.

Campaign Finance Compliance Team

303- 894-2200 & (dial 3 then 1)
cpfhelp@coloradosos.gov
www.coloradosos.gov
TRACER: <http://tracer.sos.colorado.gov>