

## 501(c)(4) Questionnaire

### a. Instructions

(To be completed by 501 (c)(4) organizations only)

This questionnaire is necessary for the Fund to determine whether an *Applicant* that has a 501 (c)(4) designation from the Internal Revenue Service is eligible to receive an award from the Fund (see 12 C.F.R. § 1805.200(a)(3)).

Please read all definitions before responding to the questions and continue to refer to such definitions in responding to this questionnaire. If the answer to any question is yes, please describe in detail the facts and circumstances, the subject matter(s), the date(s), the names and titles of all individuals and their employers and their organizations on a separate sheet(s) of paper. The Fund reserves the right to seek follow-up responses from an *Applicant*.

Failure to complete this questionnaire and, if applicable, respond timely to follow-up questions, will delay the Fund's processing of the Application, and may result in the disqualification of the Application from further consideration. After the submission of responses to this questionnaire, the *Applicant* is under a continuing obligation to: 1) supplement its responses upon a change in circumstances; and 2) revise or modify its responses within 10 business days of having actual or constructive knowledge that the responses previously submitted and certified are no longer complete, accurate, or true. You may call the Fund's Office of Legal Counsel at (202) 622-8662 if you have any questions about this form.

### b. Scope

The scope of this questionnaire is limited to activities on or after January 1, 1996.

### c. Questions

1. Has any officer, employee, director, partner, proprietor, or board member contacted<sup>1</sup> a "covered executive branch official"<sup>2</sup> with regard to the formulation, modification, or adoption of Federal legislation (including legislative proposals)?

Yes \_\_\_\_\_ No \_\_\_\_\_

2. Has any officer, employee, director, partner, proprietor, or board member contacted a "covered executive branch official" with regard to the formulation, modification, or adoption of a Federal rule, regulation, Executive Order, or any other program, policy, or position of the United States Government?

Yes \_\_\_\_\_ No \_\_\_\_\_

3. Has any officer, employee, director, partner, proprietor, or Board member contacted a "covered executive branch official" with regard to the administration or execution of a Federal program or policy (including the negotiation, award, or administration or a Federal contract, grant, loan, permit, or license)?

Yes \_\_\_\_\_ No \_\_\_\_\_

4. Has any officer, employee, director, partner, proprietor, or Board member contacted a "covered executive branch official" with regard to the nomination or confirmation of a person for a position subject to confirmation by the United States Senate?

Yes \_\_\_\_\_ No \_\_\_\_\_

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<sup>1</sup> "Contacted" means any oral or written communication including an electronic communication.

<sup>2</sup> "Covered executive branch official" means –

- (1) the President;
- (2) the Vice President;
- (3) any officer or employee, or any other individual functioning in the capacity of such an officer or employee, in the Executive Office of the President;
- (4) any officer or employee serving in an Executive Level I-V position, a "Schedule C" position, or any official in a Senior Executive Service position;
- (5) any member of the uniformed services serving at grade 0-7 or above; or
- (6) any officer or employee serving in a position of a confidential, policy determining, policy-making, or policy-advocating character.

5. Has any officer, employee, director, partner, proprietor, or Board member engaged in efforts supporting and coordinating the contact by others of a “covered executive branch official,” including preparation and planning activities, research and other background work that was intended, at the time performed, for a purpose described in Questions 1-4?

Yes \_\_\_\_\_ No \_\_\_\_\_

6. Has any officer, employee, director, partner, proprietor, or Board member contacted a “covered legislative branch official”<sup>3</sup> with regard to the formulation, modification, or adoption of Federal legislation (including legislative proposals)?

Yes \_\_\_\_\_ No \_\_\_\_\_

7. Has any officer, employee, director, partner, proprietor, or Board member contacted a “covered legislative branch official” with regard to the formulation, modification, or adoption of a Federal rule, regulation, Executive Order, or any other program, policy, or position of the United States Government?

Yes \_\_\_\_\_ No \_\_\_\_\_

8. Has any officer employee, director, partner, proprietor, or Board member contacted a “covered legislative branch official” with regard to the administration or execution of a Federal program or policy (including the negotiation, award, or administration of a Federal contract, grant, loan, permit, or license)?

Yes \_\_\_\_\_ No \_\_\_\_\_

9. Has any officer, employee, director, partner, proprietor, or Board member contacted a “covered legislative branch official” with regard to the nomination or confirmation of a person for a position subject to confirmation by the United States Senate?

Yes \_\_\_\_\_ No \_\_\_\_\_

10. Has any officer, employee, director, partner, proprietor, or Board member engaged in efforts supporting and coordinating the contact by others of a “covered legislative branch official,” including preparation and planning activities, research and other background work that was intended, at the time performed, for a purpose described in Questions 6-9?

Yes \_\_\_\_\_ No \_\_\_\_\_

### **Signature**

By signing this application, the *Applicant* certifies that the *Applicant's* answers to the 501(c)(4) Questionnaire and the written explanations attached thereto are true, accurate, and complete to the best of its information, knowledge, and belief and that, since January 1, 1996, the *Applicant* has not engaged in Lobbying Activities as defined in Section 3 (7) of the Lobbying Disclosure Act of 1995, P.L. 104-65, as amended.

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<sup>3</sup> “Covered legislative branch official” means—

- 1) a member of Congress;
- 2) an elected officer or either House of Congress; and
- 3) any employee of the House or Senate, including employees of members, committees, leadership and working groups or caucuses organized to provide legislative services or other assistance to Members of Congress.