



Lobbyist disbursement report contents

Minnesota Campaign Finance and Public Disclosure Board

What do lobbyists report to the Board?

Lobbyists report the following information to the Board:

- Total lobbying disbursements (not including lobbyist compensation);
- Gifts to public officials;
- Other sources of funds used for lobbying purposes;
- Officers and directors of the association represented (designated lobbyist only); and
- Subjects lobbied on (June report only).

There are 10 different categories of lobbying disbursements that must be reported. Records supporting lobbying disbursements must be kept for four years.

What is not included in a lobbyist disbursement report?

Lobbyists do not report political contributions on the lobbyist disbursement report. Those contributions are disclosed on the recipients' reports.

Lobbying disbursements also do not include compensation paid to the lobbyist. Lobbyist compensation is reported by the principal on the principal's report. However, if the principal makes direct lobbying disbursements (other than lobbyist compensation), the principal's designated lobbyist must report these disbursements on the lobbyist's report.

Can I estimate my disbursements or round up/down?

A lobbyist must report the actual cost of his or her lobbying activities. If the actual cost of a lobbying activity cannot be obtained, the costs must be reasonably approximated. If a lobbying disbursement benefited more than one principal, the disbursement can be allocated on a reasonable basis among all of the principals that benefited from it. Similarly, if a disbursement is made partially for lobbying purposes and partially for another purpose, the disbursement can be allocated on a reasonable basis between the two purposes.

What if I didn't make any lobbying disbursements?

A lobbyist must file reports every year until the lobbyist terminates his or her registration as a lobbyist. This is true even if the lobbyist did not have any lobbying disbursements during the reporting period.