



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-3

March 9, 2000

Michael Edward Daly, Treasurer
Prairie Political Action Committee
Post Office Box 2002
Springfield, IL 62705

Identification Number: C00347195

Reference: Year End Report, signed 1/31/00

Dear Mr. Daly:

This letter is to inform you that as of March 8, 2000, the Commission has not received your response to our request for additional information, dated February 16, 2000. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Dominick Ciaraldi on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

A handwritten signature in black ink that reads "John D. Gibson".

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
WASHINGTON D.C. 20463

RQ-2

Michael Edward Daly, Treasurer
Prairie Political Action Committee
Post Office Box 2002
Springfield, IL 62705

Identification Number: C00347195

FEB 16 2003

Reference: Year End Report, signed 1/31/00

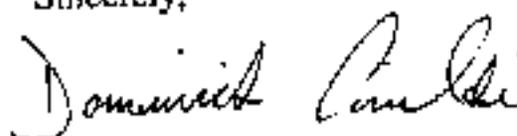
Dear Mr. Daly:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

- Please provide the total(s) for Line 8, Column B of the Summary Page.
- Please provide the totals for Lines 19 and 21(c), Columns A and B of the Detailed Summary Page. Note that changes in your figures may affect your Column B totals on this report and/or on subsequent reports.
- Your calculations for Line 7, Column B appear to be incorrect. Please provide the corrected total(s) on the Summary Page.
- Line 23 of the Detailed Summary Page of your report discloses a total of \$3,300 in Contributions to Federal Candidates/Federal Committees. The sum of the entries itemized on Schedule B, however, indicates the total to be \$3,400. Please amend your report to clarify the discrepancy.
- The Summary Page discloses \$3,300.00 on Line 7, but the Detailed Summary Page shows the Line 30 total to be \$3,412.70. These figures should be the same. Please amend your report accordingly.
- Line 21(a) of the Detailed Summary Page should only be used to report the federal and non-federal shares of allocable activities. If your committee has only one account, the total operating expenditures (administrative expenses) should be reported on Line 21(b). Please amend your report to confirm the nature of your expenditures and to provide the total on the appropriate line.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

A handwritten signature in cursive script that reads "Dominick Ciaraldi".

Dominick Ciaraldi
Reports Analyst
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses and income. The document provides a detailed list of items that should be tracked, such as inventory levels, accounts receivable, and accounts payable. It also outlines the proper procedures for recording these transactions, including the use of double-entry bookkeeping and the importance of regular reconciliations.

The second part of the document focuses on the analysis of the recorded data. It explains how to calculate key financial ratios and metrics, such as the gross profit margin, operating profit, and return on investment. These calculations are essential for understanding the company's financial performance and identifying areas for improvement. The document also discusses the importance of comparing the company's performance against industry benchmarks and historical trends. This comparison helps to provide context and identify potential risks or opportunities.

The final part of the document provides a summary of the findings and offers recommendations for future actions. It stresses the need for ongoing monitoring and reporting to ensure that the company remains on track with its financial goals. The document concludes by emphasizing the value of transparency and accountability in financial reporting, and encourages the company to continue to strive for excellence in all aspects of its operations.