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December 16, 2011

Laura Sinram, Senior Campaign Finance Analyst
Federal Election Commission
999 E Street, NW
Washington, DC 20463

Re: Democratic State Central Committee of CA Federal
30-Day Post Election Report (10/14/2010 11/22/2010)

Dear Ms. Sinram:

While running an internal check of our administrative activity for joint disbursements paid in 2010, we found that a portion of the transfer totaling \$429,811.29 made on November 10, 2010 was duplicated. The amount duplicated was \$254,334.80 and was previously transferred on October 25, 2010 from the non-federal committee and disclosed on the Schedule H3. We have reimbursed \$254,334.80 to the non-federal committee and the correction will be disclosed on our 2011 Year-end report.

The procedures for tracking joint disbursements and transferring the non-federal share from the non-federal account to the federal committee for administrative activities is maintained regularly as payments are made from the federal committee. A separate list is maintained for each federal bank account in date order disclosing: the date of payment, check number, vendor name, address, type of allocated activity, ratio, and allocated amount (non-federal share) to transfer. Transfers are made and supported with the bank transaction document and disbursement lists that may represent several bank accounts with different date ranges, but within the 70-day time period. The date of the non-federal transfer is noted on the disbursement list maintained by bank account each time a transfer is made to the federal committee.

Although, we have procedures for transferring the non-federal share of joint disbursements, we found that we inadvertently listed a number of joint disbursements twice causing a duplicate transfer. We have revised our process to include: confirmation of sequential order by date and check number on the joint disbursement lists supporting from one non-federal to federal transfer to the next non-federal to federal transfer before processing bank transfer of non-federal funds to the federal committee.

If you have any further questions, please contact me at (916) 442-5707.

Sincerely,

Katherine Moret
Treasurer

Cc: Shawnda Westly, Executive Director
