FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Steven Janik, Treasurer
America Works Committee
607-14th Street, NW, Suite 800
Washington, DC 20005

DEC 1 1 2002

Identification Number: C00331694

Reference: Year End (7/10/01-12/31/01), April Monthly (3/1/02-3/31/02), May Monthly (4/1/02-4/30/02), July Monthly (6/1/02-6/30/02), October Monthly (9/1/02-9/30/02) and 12 Day Pre-General (10/1/02-10/16/02) Reports

Dear Mr. Janik:

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:

- Your report discloses limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Any such payments to a person aggregating in excess of $200 in a calendar year must be disclosed on Schedule(s) B supporting Line 21(b) of the Detailed Summary Page. 2 U.S.C. §434(b)(5) If these expenses are being paid by a connected organization, your Statement of Organization must be amended to reflect this relationship. 2 U.S.C. §433(b)(2) In addition, if expenses have been incurred but not paid in a reporting period, the activity should be disclosed as a debt on Schedule D, if the obligation is $500 or more, or outstanding for sixty days or more. 11 CFR §104.11

Any goods or services provided to your committee by a person, except volunteer activity (i.e., a person's time), would be considered an in-kind contribution from that person, and would be subject to the disclosure requirements of 2 U.S.C. §434(b)(3) and 11 CFR §104.13, and the limitations and prohibitions of 2 U.S.C. §§441a and 441b.