



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C.

RQ-2

April 30, 2024

KAREN Y. GRAYS, TREASURER
SHEILA JACKSON LEE FOR CONGRESS
4412 ALMEDA ROAD
HOUSTON, TX 77004

Response Due Date
06/04/2024

IDENTIFICATION NUMBER: C00287904

REFERENCE: YEAR-END REPORT (10/01/2023 - 12/31/2023)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 4 item(s):

1. The totals listed on Lines 6(a), 6(b), 6(c), 7(a), 7(b), 7(c), 11(a)(i), 11(a)(ii), 11(a)(iii), 11(c), 11(e), 14, 15, 16, 17, 20(a), 20(c), 20(d), 21, and 22, Column B of the Summary and Detailed Summary Pages appear to be incorrect. Column B figures for the Summary and Detailed Summary Pages should equal the sum of the Column B figures on your previous report and the Column A figures on this report. Please file an amendment to your report to correct the Column B discrepancies for this report and all subsequent report(s) which may be affected by this correction. Note that Column B should reflect only the election cycle-to-date totals (11/9/2022 through 11/5/2024). (52 U.S.C. § 30104(b) (formerly 2 U.S.C. § 434(b)) and 11 CFR § 104.3)
2. The beginning cash balance of this report does not equal the ending balance of your 2023 October Quarterly Report. Please correct this discrepancy and amend all subsequent reports that may be affected by the correction. (52 U.S.C. § 30104(b)(1) (formerly 2 U.S.C. § 434(b)(1)) and 11 CFR § 104.3(a)(1))
3. Your report discloses apparent refunds totaling \$7,000.00 on Schedule A supporting Line 14 of the Detailed Summary Page as negative entries. If the disbursement made by your committee, originally disclosed on Schedule B for Line 17, was refunded, you should itemize the refund as a positive entry on Schedule A supporting Line 14. If the disbursement check issued by your committee was not cashed or was otherwise voided, you should itemize the voided check as a negative entry on the line where the disbursement was

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originally disclosed. Please amend your report to correct this discrepancy or provide clarification regarding this transaction. (11 CFR §104.3(a)(3) and (b)(4))

4. Line 14 of the Detailed Summary Page discloses \$7,000.00 in offsets to operating expenditures for which the corresponding Schedule A discloses -\$7,000.00. Any rebates, refunds or other offsets to operating expenditures made to your committee from a single source, which in the aggregate are in excess of \$200 for the election cycle must be itemized on a Schedule A. Please amend your report to provide a Schedule A or provide an explanation for this apparent discrepancy. (52 U.S.C. § 30104(b)(2)(I) (formerly 2 U.S.C. § 434(b)(2)(I)) and 11 CFR § 104.3(a)(4)(v))

- Schedule B of your report discloses disbursements to an apparent conduit for "ActBlue."

For your information and consideration when preparing future filings, please be reminded that when a committee receives an earmarked contribution(s) through an allowable conduit, each individual contribution must be itemized when the individual's total contributions to your committee aggregate over \$200 per election cycle. This itemization must include the full name, address, occupation, and employer of the individual contributor along with the date the contribution(s) was received by the conduit. Any un-itemized contributions received through the conduit must be included in your totals on Line 11(a)(ii) of the Detailed Summary Page.

In addition, information regarding the conduit or intermediary for each contribution must be itemized on Schedule A as a memo entry. The conduit's full name and address (and occupation and employer if the conduit is an individual) must also be provided, along with the date the contribution(s) was received by your committee and the total amount of earmarked contributions received from the conduit.

You can refer to the FEC Campaign Guide for Congressional Candidates and Committees for further guidance on how to report earmarked contributions through a conduit. (11 CFR § 110.6(c)(2))

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to

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taking enforcement action. **Requests for extensions of time in which to respond will not be considered.**

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. For information about the report review process or specific filing information for your committee type, please visit www.fec.gov/help-candidates-and-committees. For more information about Requests for Additional Information (RAI), why you received a letter, and how to respond, please visit www.fec.gov/help-candidates-and-committees/request-additional-information. Should you have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1440.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick Harkins", with a stylized flourish at the end.

Patrick Harkins
Sr. Campaign Finance & Reviewing Analyst