



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

December 23, 2020

CALEB CROSBY, TREASURER  
CONGRESSIONAL LEADERSHIP FUND  
1747 PENNSYLVANIA AVENUE, NW 5TH FLOOR  
WASHINGTON, DC 20006

**Response Due Date**  
**01/27/2021**

IDENTIFICATION NUMBER: C00504530

REFERENCE: 30 DAY POST-RUN-OFF REPORT (04/23/2020 - 06/01/2020)

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 3 item(s):

1. Your calculations for Line 8 appear to be incorrect. Cash on hand at the close of the current reporting period should always equal the closing calendar year to date cash on hand amount. Please provide the corrected total on the Summary Page. (52 U.S.C. §30104(b))
2. Schedule B for Line 26 discloses a loan repayment to "American Action Network." However, the original loan has not been disclosed on your current or previous reports. Each person who makes a loan to your committee must be itemized on Schedule A and Schedule C. The itemization on Schedule A must include the person's full name, mailing address and zip code, along with the name of his/her employer, his/her occupation, the date of the contribution/loan and the calendar year-to-date amount of contributions made by the person. Schedule C must include any endorser or guarantor of the loan, the date the loan was made and all other terms of the loan. (11 CFR § 104.3(a)(4)(iv)) Please amend your report(s) or the applicable prior report(s) to disclose the original loan on Schedules A, C, and C-1 (if necessary) or to otherwise clarify the circumstances regarding this apparent discrepancy.
3. Your report discloses a payment(s) on Schedule D to American Action Network, which has not been recorded on a disbursement schedule. Loan payments must be reflected on a Schedule B as well as on Schedule C, and debt payments must be reflected on a Schedule B, E, F, H4 or H6 as well as on Schedule D. Please amend your report to clarify this discrepancy. (52 U.S.C.

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§30104(b)(5)(D) and (b)(8))

**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 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](http://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](http://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) 694-1140.

Sincerely,

A handwritten signature in black ink that reads "Abigail Capps". The signature is written in a cursive, flowing style.

Abigail Capps  
Campaign Finance Analyst