

CITY OF RICHMOND
POLICY TO REQUEST
MATCHING CAMPAIGN FUNDS
(Pursuant to Ordinance No. 10-14 N.S.)
(Reduction to matching fund maximum/disbursements
\$12,500 maximum)

Eligibility

Matching funds will be available for qualified mayoral and city council candidates. A “qualified” candidate is an individual who has received written confirmation from the County Elections Department and the City Clerk that he or she has received the required 20 valid signatures of registered Richmond voters on their Nomination Paper.

Matching Fund Formula

The maximum amount of matching funds per candidate, per election is \$75,000. Funds received beginning April 1 of the election year as disclosed on the Form 460 will be eligible for matching funds. Funds will be disbursed as follows:

\$10,000 in total matchable contributions are disclosed –
disburse \$2,500.

\$15,000 total in matchable contributions are disclosed –
disburse \$2,500.

\$20,000 in total matchable contributions are disclosed –
disburse \$2,500.

\$25,000 in total matchable contributions are disclosed –
disburse \$2,500

\$30,000 in total matchable contributions are disclosed –
disburse \$2,500.

Requesting Matching Funds

Candidates can submit a Request for Matching Funds at the time the Form 460 is filed for the most recent filing period. Candidates requesting matching funds must complete a Public Funding Request Form for each funding request. Funding Request Forms are available in the City Clerk's Office.

Upon receipt of the funding request, the City Clerk will review the latest Campaign Statement, Form 460, on file to determine the candidate's eligibility for matching funds. Candidates who have filed late campaign statements or who have not filed as of the applicable deadline will not be eligible for matching funds for that reporting period. Late filers will be considered for matching funds during the next reporting period.

Notification of Approval or Denial of Request for Matching Funds

The City Clerk will notify candidates in writing whether or not their request has been approved or denied. A copy of the Public Funding Request Form executed by the City Clerk will be attached to the written notification to the candidate. Payment of matching funds will be available at 12 noon three (3) business days after the deadline to file a campaign statement.

Tracking of Disbursement of Funds

The City Clerk will maintain a log of disbursements for each recipient of matching funds. Candidates who receive the maximum allocation of funds will receive written notice from the City Clerk. The Clerk's written notice will include a copy of the disbursements to the candidate.