



**ACEC/PAC**

AMERICAN COUNCIL OF ENGINEERING COMPANIES  
POLITICAL ACTION COMMITTEE

# **2009 PAC Champions Tool Kit**





# ACEC/PAC

AMERICAN COUNCIL OF ENGINEERING COMPANIES  
POLITICAL ACTION COMMITTEE

Thank you for being an advocate for and supporter of ACEC/PAC. Enclosed are a few items to help you carryout a successful PAC fundraising campaign in your state. As you know, a strong PAC will help our industry elect and keep pro-business candidates in Congress, which will result in more business and a better business environment for your firm.

Included in this toolkit are the following:

- ACEC/PAC At A Glance
- ACEC/PAC Frequently Asked Questions
- Federal Guidelines for PAC Fundraising
  - Special Events
- Prior Approval Frequently Asked Questions
  - Prior Approval Talking Points for ACEC Meetings
  - 2009 Prior Approval Form
- Fundraising Materials
  - Statewide Fundraising Campaign Essentials
  - Fundraising Plan
  - Tips for Conducting a Firm Visit and Talking Points
  - Sample Solicitation Letter
  - 2009 ACEC/PAC and ACEC Legislative One-Pager
  - 2009 Contribution Form
  - 2009 Spring Sweepstakes Entry

Thank you for your leadership and continued commitment to ACEC/PAC. Without you, our political program would not be as strong as it is today, and growing stronger.

For more information on ACEC/PAC, please contact Gregory Knopp, Executive Director, ACEC Political Affairs ([gknopp@acec.org](mailto:gknopp@acec.org)) or Elizabeth Coit, Director, ACEC/PAC ([ecoit@acec.org](mailto:ecoit@acec.org)) at (202) 347-7474.

## **ACEC/PAC at a Glance**

**ACEC/PAC** – the American Council of Engineering Companies Political Action Committee – is the engineering industry’s preeminent political action committee. The *sole* purpose of ACEC/PAC is to elect candidates to the U.S. House of Representatives and U.S. Senate who support policies and legislation favorable to the engineering industry. ACEC/PAC may give up to \$10,000 to a federal candidate per election cycle (\$5,000 for the primary and \$5,000 for the general election). ACEC/PAC supports candidates on a bipartisan basis, and is overseen by a committee of PAC Champions representing the state organizations.

**GIVING TO ACEC/PAC** - Individuals working for ACEC-member firms may give up to \$5,000 per calendar year to ACEC/PAC. Only personal (partnership, and sole proprietorship are also allowed) checks or credit cards can be used to donate to ACEC/PAC. Federal law prohibits corporate donations to the PAC; however, corporate contributions to ACEC can be used to underwrite PAC activities, such as specific event sponsorships and PAC auction items.

**STATE GOALS** – Each state organization is assigned an annual fundraising goal by ACEC based on its membership strength. To achieve the goal, states commonly establish a “Steering Committee” representing different regions of the state to lead fundraising efforts (often the state Board of Directors serve as members of the Steering Committee). The committee establishes a dollar amount to be raised from each potential donor (owners/principals, managers, professional engineers), and committee members reach out directly to colleagues. Through this process, state PAC goals can be achieved through relatively small contributions (\$100 per person) from a large pool of donors.

### **MAJOR DONOR CLUBS**

***The Capitol Club*** serves those members who wish to donate the maximum contribution allowable by law to ACEC/PAC each year (\$5,000). By their commitment to the industry, Capitol Club members are on the cutting edge of ACEC’s political clout. Capitol Club members receive complimentary access to all ACEC/PAC events throughout the year, and many other benefits.

***The Chairman's Club*** mobilizes ACEC’s most politically active PAC contributors. Chairman’s Club members agree to pledge a minimum \$2,500 per year to support key House and Senate members, with \$1,000 of their commitment going directly to ACEC/PAC and the remaining funds held "on call" to be used for direct giving to candidates at ACEC/PAC-sponsored events. By harnessing and focusing the large amount of direct giving of politically active ACEC members, the Chairman’s Club provides a substantial new layer of financial resources to support federal candidates.

***The Millennium Club*** is ACEC/PAC's \$1,000 per year donor club. Millennium Club members are the backbone to the PAC's strength and growth for the engineering industry. Club members receive invitations to events with congressional leaders scheduled in conjunction with the Legislative Summit during the spring Annual Convention and other ACEC-sponsored events.

Club members receive recognition at the Annual Convention and Fall Conference, as well as recognition in appropriate PAC materials throughout the year.

## ACEC/PAC Frequently Asked Questions

**Q: Why is it important to support ACEC/PAC?**

A: It is critical that the engineering industry be involved in the *business* of politics, and ACEC/PAC is the industry's preeminent vehicle for political engagement. Governmental decisions on the issues that affect the engineering industry can have a decided impact on your business and the future success of our industry. It is critical we help to elect policy-makers who understand our concerns and who will be open-minded to our views.

**Q: Why can't ACEC or member firms contribute directly to candidates for Federal office?**

A: The Federal Election Campaign Act prohibits corporations or trade associations from using general treasury funds to make federal election contributions. Individuals may contribute to federal candidates, and organizations may set up political action committees to facilitate and harness the collective giving of an entire industry or group. Only personal or "hard" dollars are allowed to be contributed toward elections at the federal level.

**Q: How is ACEC/PAC money spent?**

A: ACEC/PAC is bipartisan. We support those candidates whose positions and decisions have the greatest impact on ACEC members. Contributions to candidates are based on the following criteria:

- The candidate's position on specific issues affecting the engineering industry;
- A candidate's current or potential committee assignments and leadership positions;
- A candidate's voting record;
- The opinions of ACEC/PAC contributors, executive directors, and champions within the state or district.

**Q: How will I know what happens to my contribution?**

A: ACEC/PAC operates in the open and believes in full disclosure. Contributions received by and disbursements made by ACEC/PAC are regulated by federal law and open to the public. ACEC files monthly reports with the Federal Elections Commission. You may access these reports at [www.fec.gov](http://www.fec.gov). ACEC/PAC also publishes an Annual Report detailing receipts and disbursements for the calendar year and distribute it to ACEC/PAC contributors.

**Q: What are the solicitation goals of ACEC/PAC?**

A: ACEC members have set an aggressive goal to raise \$1 million per year for ACEC/PAC by 2010, which can be done if each state meets their annual State PAC Goal. Achieving this goal will enable ACEC to be an even stronger voice for engineering interests in national political arena.

**Q: Are contributions to ACEC/PAC tax deductible?**

A: No, contributions to PACs are not tax deductible under the Tax Reform Act of 1986.

**Q: Whom should I contact if I want to learn more about ACEC/PAC?**

A: For more information, please contact Greg Knopp, Executive Director, Political Affairs ([gknopp@acec.org](mailto:gknopp@acec.org)) or Elizabeth Coit, Director, ACEC/PAC ([ecoit@acec.org](mailto:ecoit@acec.org)) at (202) 347-7474.

## **Federal Guidelines for PAC Fundraising\***

1. ACEC/PAC may only accept personal contributions from employees of ACEC-member firms or affiliated members with a current prior approval form on file (see Prior Approval).
2. Individuals may give up to \$5,000 per calendar year to ACEC/PAC.
3. Only personal, partnership, and sole proprietorship checks or credit cards can be used to donate to ACEC/PAC. Federal law prohibits corporate donations to the PAC; however, corporate contributions to ACEC can be used to underwrite fundraising costs associated with PAC activities, such as specific event sponsorships and PAC auction items.
4. Cash contributions are allowed, but only up to \$100 per person, per year.
5. Contributions or gifts to ACEC/PAC are not deductible as charitable contributions for federal income tax purposes.
6. Contributions are voluntary and an individual is free to contribute more or less than suggested guidelines.
7. Contributions cannot be in the name of another (i.e. Joe Smith provides a contribution but wants John Jones to get credit). For this reason PAC to PAC contributions must be recorded as from the PAC, not a designated individual representing the PAC.
8. Contributions from Foreign Nationals to ACEC/ PAC are not permitted.
9. Corporations cannot reimburse individuals for contributions to ACEC/PAC.
10. Federal law requires ACEC/PAC report the full name, address, occupation and employer of each individual whose contributions aggregate in excess of \$200 in a calendar year. Every attempt should be made to secure this information when the contribution is made.
11. Contributions to ACEC/PAC must be deposited from *10 days* from the date the contribution leaves the hands of the contributor. For this reason, checks to ACEC/PAC collected by a M.O. must be forwarded promptly to ACEC.

\* *This information is provided for educational purposes only and is not intended to constitute legal advice. If you are seeking such advice, please consult with your own legal counsel.*

## **Special Event Guidelines for PAC Fundraising**

1. The full purchase price of a fundraising item (ticket to a raffle, a fundraising event, an auction item, etc.) is considered a contribution ACEC/PAC and is recorded against an individual's yearly contribution limit.
2. The fair market value of a donated item or service is considered a contribution to ACEC/PAC and is recorded against an individual's yearly contribution limit.
3. ACEC/PAC may also accept prizes, auction items, and fundraising assistance from member firms, affiliated organizations, and sponsoring associations (ACEC M.Os). However, an organization that does not have a direct relationship with ACEC cannot provide fundraising assistance, so for example a vendor. Fundraising assistance from member firms or sponsoring associations must comply with the "One Third" rule.
4. According to the "One Third" rule, a PAC must reimburse member firms or sponsoring associations for the portion of the cost of prizes, rental fees or entertainment (this excludes food and beverage) that exceed one-third of the amount raised in contributions. For example, a member firm/association donates a \$300 DVD player purchased with corporate funds for an ACEC/PAC raffle. If ACEC/PAC sells at least \$900 in tickets/contributions for the raffle, then the donation of the item is legally permissible. However, if the ACEC/PAC only raises \$600 in tickets/contributions, the PAC would have to reimburse the member firm/association – one third the amount raised (\$200) less than the cost of the prize (\$300) -- so ACEC/PAC would reimburse the \$100 the difference.

## **Prior Approval Frequently Asked Questions**

**Q: What is “Prior Approval” and why do I/my firm need to sign a form?**

A: The Federal Election Commission (FEC) requires our political action committee obtain written approval from ACEC members before it may solicit and accept contributions from employees of the member firm.

Granting Prior Approval does not obligate the firm or its employees to support the PAC – it simply gives ACEC permission to communicate to certain employees (a member’s owners/principals, managers, professional engineers, and other salaried, exempt employees under the Fair Labor Standards Act) about the PAC and the role it plays in advancing and protecting the industry’s interests in Washington.

**Q: Can anyone from the firm sign the Prior Approval form?**

A: Prior Approval may be granted by anyone so authorized by the firm. This includes the firm’s chief executive or the owner/principal, but may also include those designated to represent the firm at ACEC state and national meetings.

**Q: Do I have to sign a Prior Approval form every year? Can I withdraw approval?**

A: Prior Approval may be granted for up to five (5) consecutive years by the firm and may be withdrawn at any time. Only one approval form is required per firm.

**Q: Will ACEC/PAC directly solicit employees at my firm?**

A: That’s up to you. By signing a Prior Approval form, you could allow ACEC to solicit all principals and senior executives in your firm, or only certain individuals in the firm. You could also give ACEC approval, but request that no solicitations be made to firm employees, and ACEC will honor the request.

**Q: Our firm has our own Federal PAC; can we still contribute to ACEC/PAC?**

A: Yes. Even if your firm has a federally registered PAC, your employees can still contribute up to \$5,000 each year to ACEC/PAC. The same holds true for Federal PACs that give a “PAC-to-PAC” contribution to ACEC/PAC.

**Q: If our firm signs a Prior Approval form, can firm members contribute to other PACs?**

A: Yes, when a firm signs an ACEC/PAC Prior Approval form, it does not preclude firm employees from contributing to a state PAC, candidate PAC, corporate PAC, or an ideological PAC (i.e. National Rifle PAC, AARP, etc). The only restriction is that a firm cannot give approval to more than one trade association PAC. For example, a firm could not give Prior Approval to both ACEC/PAC and a connected corporate trade association PAC like ARTBA PAC for the same calendar year.

**Q: Why should a firm sign a Prior Approval form?**

A: In practical terms, granting Prior Approval allows firm employees who wish to support ACEC/PAC the ability to do so, since ACEC/PAC cannot accept contributions without a signed Prior Approval form. Because ACEC/PAC is the engineering industry’s biggest and most effective tool for helping to elect House and Senate members that support policies favorable to the industry. We need the support of every member to ensure the industry’s voice is heard on Capitol Hill.

## **Prior Approval Talking Points for ACEC Meetings (State or Other Large Gatherings of ACEC Members)**

- Political engagement is essential to protecting the interests of your firms and the engineering industry as a whole.
- At the national level, our success means that we need every member of ACEC to get involved with our advocacy programs, starting with ACEC/PAC.
- ACEC/PAC is the industry's primary political tool for helping to elect good candidates to the House and Senate who support policies favorable to the engineering industry.
- ACEC/PAC is bipartisan, and governed by a committee of ACEC members representing each member organization.
- It's also growing, and is now one of the biggest PACs in the nation, giving us a greater presence and a bigger voice before Congress.
- We'll need that strength – look at the industry issues currently before Congress:
  - Legislation to prevent major cuts in transportation funding to our state DOT;
  - Water and aviation legislation that will expand funding for projects, and also broaden and strengthen requirements for using QBS;
  - Flawed wetlands legislation that could shut down commercial development;
  - And tax changes that could impact every firm.
- ACEC lobbyists are working these issues right now, but if we want to take action to help, to ensure that we have a seat at the table to protect our interests when these issues come to a vote, the best action we can take is to make ACEC/PAC as strong as possible.

## **Two Potential Closings**

### ***Closing #1, Ask for Permission***

- Before I go further, however, we need to take a simple but necessary paperwork step. In order for me to ask you to make a donation, federal rules require that you first must give me permission to do so.
- It's a bit of red tape that we're required to follow, but it's really very simple -- a short form that essentially says you're giving permission on behalf of your firm for me to talk to you about the PAC and consider making a donation.
- To be clear -- signing the form doesn't obligate you to make a contribution – it simply allows me to make “the ask”, and it's also necessary because it allows ACEC to accept a donation from you if you choose to make one.

### ***Closing #2 – Follow-Up***

- I'll be back in touch with you individually to discuss ACEC/PAC further and how you can help (NOTE: in taking this approach, you would make a separate direct solicitation to individuals with firms who have already granted prior approval, and work with ACEC staff to approach firms not on the approval list to get the necessary form signed).



AMERICAN COUNCIL OF ENGINEERING COMPANIES  
POLITICAL ACTION COMMITTEE

**PAC PRIOR APPROVAL FORM**

*ACEC/PAC is the A/E industry's prominent political weapon for electing pro-business candidates to Congress. Your support helps advance the legislative priorities that will mean more business for your firm and a brighter future for the industry.*

As the qualified representative of this ACEC member firm, I authorize the American Council of Engineering Companies Political Action Committee ("ACEC/PAC")\* to communicate with the following individual or individuals from our Firm during the calendar year(s) indicated for activities, events and recruitment opportunities related to ACEC/PAC:

- All eligible employees of the Firm
- Eligible employees from the following Branch(s) or Subdivision(s) of the Firm:  
\_\_\_\_\_
- Only the following individual(s) from the Firm (please attach separate sheet as needed):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand this permission may be withdrawn at any time, and also that shareholders, retirees, and family members may also participate in ACEC/PAC activities and receive information materials.

*Please complete and sign for each year you would like to grant permission and return to Elizabeth Coit via mail (1015 15<sup>th</sup> Street NW, Washington DC 20005), fax (202-682-4376) or e-mail to [ecoit@acec.org](mailto:ecoit@acec.org).*

\_\_\_\_\_  
(Authorized Official)

\_\_\_\_\_  
(Signature 2009)

\_\_\_\_\_  
(Title/Position)

\_\_\_\_\_  
(Signature 2010)

\_\_\_\_\_  
(Company)

\_\_\_\_\_  
(Signature 2011)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Signature 2012)

\_\_\_\_\_  
(City, State, Zip Code)

\_\_\_\_\_  
(Signature 2013)

\*Note: **Corporate Firm members of ACEC may grant prior approval to only one national trade association PAC per calendar year.** However, granting prior approval for ACEC/PAC does not preclude employees of the Firm from contributing to local or state PACs, national member and ideological PACs (i.e. National Rifle Association or Emily's List), or the Firm's own federal PAC. Eligible employees include those with executive, managerial or senior administrative responsibilities.

## Statewide Fundraising Campaign Essentials

1. **Secure support from state leadership** – Support from the state president, executive director, executive committee, and others in leadership roles make it easier to execute a successful campaign.
2. **Develop a written fundraising plan** – (See State fundraising Plan) Establish a clear time frame for the campaign. Review and evaluate your plan throughout the year and make adjustments, if necessary.
3. **Form a Steering Committee** – Steering committee members can be drawn from different geographic parts of the state, and preferably members who are active politically at the state and local level and will assist in the fundraising effort. Members of a state association Board of Directors are excellent candidates for participation on an ACEC/PAC Steering Committee.

Educate your Steering Committee about their role. Assign them individual goals and responsibilities, so they can be held accountable. Communicate with your Steering Committee on a regular basis to check progress and note any potential problems.

4. **Set goals** – Have your steering committee each commit to raising a percentage of the total. Determine how many principals work for member firms in the state to establish how much to ask from each. If 100 principals in the state = target \$100 from each to reach \$10,000 goal.
5. **Determine the methods for achieving your goal** –
  - **Member to member contact:** Engineering executives respond best to requests from peers. A personal phone call or visit can be very effective in securing support. Depending on the relationship with your targets, e-mail and letters can also work. Focus on those members with whom you have a relationship.
  - **State membership meetings:** With the help of your state president and executive director, arrange for a presentation to the state membership on behalf of the PAC. Make it a point to have an ACEC/PAC Report at every single meeting of state members – and recognize those individuals who are active and/or supportive of the fundraising effort.
  - **Information sessions:** Arrange a PAC and legislative education session as a separate event or in conjunction with another state event and ask for PAC contributions to attend.
  - **Special events:** raffle, silent auction, a phone-a-thon
6. **Create a target list** – With the help of your state executive, review firms located in the state and distribute assignments to steering committee members based on business/personal relationships. ACEC staff can provide you with a list of principals within your state that have previously supported the PAC as well as donors from years past.
7. **Educate your members before you ask** – Make sure your members understand the connection between supporting ACEC/PAC and a better business environment for engineering industry. ACEC staff can provide you with specific legislative accomplishments.
8. **Utilize ACEC/PAC Staff** – ACEC/PAC staff is here to provide you with the tools necessary to succeed. Ask for the opportunity to host a fundraiser or present a PAC check to a Member of Congress to show the benefit and importance of supporting ACEC/PAC.

**State Fundraising Plan**

**State:** \_\_\_\_\_ **PAC Champion:** \_\_\_\_\_

2009 State Goal: \_\_\_\_\_ Number of State ACEC Members: \_\_\_\_\_

**PAC Steering Committee Members:**

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Overall Fundraising Plan:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Member Education Plan:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Resources Needed for the Campaign:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Timeline:**

Date/Week

Goal/Activity

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Goal Achieved! Thank you's sent. Fundraising team recognized.

## **Checklist for Conducting a Firm Visit**

1. Prior to visiting, ensure the firm has give ACEC prior approval to solicit their employees. If not, ask the CEO or principal to complete the form.
2. Enlist the help of the firm CEO or a key principal to send out a notice to salaried employees encouraging them to attend the ACEC/PAC briefing.
3. Bring a packet of contributor forms.
4. Work with ACEC to tailor your presentation (see Talking Points and Power Point Presentation) to the firm's practice area. Is the firm heavily engaged in transportation work, environmental, private client, or some combination? ACEC staff will provide you with information on the current issues relevant to that specific firm, as well as information on the House and Senate members of interest to that firm.
5. At the end of the presentation ask attendees to make a contribution. It is an investment in their business. Based on your state's goal and the number of principals in the state, your "ask" might be fairly modest –\$100 per principal.
6. Send thank you letters to contributors and attendees.

## **Talking Points**

- I'd like to talk briefly with you today about ACEC's Political Action Committee and why your support is important.
- ACEC's number one priority in Washington is to protect and advance the business interests of the engineering industry. An integral part of that effort is taking a proactive role in the political process to help shape the national agenda and how it affects our business.
- There are competing organizations continuously vying for the attention of Congress. Those organizations have PACs. ACEC/PAC gives our industry a seat at the table. ACEC/PAC provides opportunities for our industry to be involved in the political process and help elect and keep pro-business candidates in Congress.
- Your decision to support ACEC/PAC is important in shaping the future of your firm and our industry. I'd like to ask you for 3 things today:
  - Listen closely to the political facts and their impact on us.
  - Consider how your own political and grassroots involvement will protect your firm's and the industry's future.
  - Contribute to ACEC/PAC – or increase your current support today to help advance our industry's involvement in the political arena.
- ACEC/PAC and ACEC Legislative Power Point presentation can follow. ACEC Staff can provide you with an updated presentation.

## SAMPLE SOLICITATION

Month, day, 2009

First Last Name

Firm

Address 1

City, State Zip

Dear First Name:

As a member of ACEC and ACEC/(Member Organization), and as a key principal for your firm in (STATE), you play a crucial role in ensuring ACEC's success in all aspects of the engineering industry—especially in advancing our industry's legislative initiatives. A strong political action committee is essential to maintaining our legislative strength in Washington and we need your support of ACEC/PAC.

Over the last few years ACEC has successfully fought and won legislation to benefit our industry including a 9% tax deduction for A/E firms; an "opt out fix to prevent state overhead caps, enhance QBS; new Fair Labor Standards Act regulations to ease compliance and avoid costly lawsuits; new 6-year highway bill—30% increase in funding; new energy bill stimulating the power sector; and more contracting out by federal and state agencies. The Labor Unions and Trial Lawyers, with rival PACs that consistently out-spend ACEC/PAC, have introduced bills that threaten the engineering business. Our industry's involvement is more important than ever.

Your contribution to ACEC/PAC helps the engineering industry elect pro-business candidates who understand our industry and support ACECs key issues, such as infrastructure funding, contracting out, protecting QBS, and tax/regulatory reforms—guaranteeing a better position for all of us in fighting bad legislation.

Each ACEC Member Organization has a PAC goal to reach for 2009. Now is the time for (STATE) to do its part in advancing our industry's legislative agenda. We need to raise \$(GOAL) by December 31, 2009. Your contribution of \$500, \$250, or \$100 will greatly help to further strengthen our industry's voice on Capitol Hill and protect your business interests.

I look forward to your important participation as a member of ACEC/STATE and as a supporter of ACEC/PAC. Please feel free to share this letter with your partners and principals. With the help of every principal giving even just \$100, our industry can make a large impact. Please send your personal check, or personal credit card and the contributions of others in your firm made payable to ACEC/PAC, 1015 15<sup>th</sup> Street, NW, 8<sup>th</sup> Floor, Washington, DC 20005.

Sincerely,



AMERICAN COUNCIL OF ENGINEERING COMPANIES

## ***ACEC/PAC: What it Means for You and Your Business***

### **ACEC/PAC = Legislative Success**

- ✓ 9% tax deduction for A/E firms.
- ✓ “Opt out” fix to prevent state overhead caps, recognition of cognizant audits, enhance QBS.
- ✓ Fair Labor Standards Act regulations to ease compliance and avoid lawsuits.
- ✓ Fully funding SAFETEA LU to avoid cuts to state transportation programs.
- ✓ New student loan benefit to encourage more young people to pursue engineering careers.
- ✓ Legislation to promote contracting out; defeated all major anti-contractor measures.
- ✓ Water Resources Development Act (WRDA), authorizing \$24 billion in new water projects.

### **Opportunities for 2009...**

- Passage of an economic stimulus package that includes new investments in transportation, environmental, and energy infrastructure, as well as public buildings.
- Secure timely passage of a SAFETEA LU reauthorization bill.
- Secure passage of major water and aviation infrastructure funding bills & expand QBS.
- Promote investment in new energy infrastructure, incentives for energy-efficient buildings, and other initiatives to create business opportunities in the energy sector.
- Pass ACEC legislation to protect the ability of engineering firms to use cash accounting.
- Secure passage of ACEC’s Good Samaritan legislation and other measures to protect firms from unfair and costly litigation.
- Fully fund and expand new engineering student loan program; secure more H-1B visas.

### **...and Looming Challenges – Why Your Support is Critical Now**

- Defeat resurgent union efforts to curtail contracting out by federal & state agencies.
- Repeal the onerous 3% withholding mandate that will impact all federal and state contracts.
- Fight potentially harmful new regulatory efforts, unionization legislation, tax increases, and other initiatives detrimental to the A/E industry.

### **The Bottom Line**

- ACEC/PAC raised over **\$1.1 million** in the 2007- 2008 election cycle to support pro-business House and Senate candidates, putting ACEC in the top 4% of all PACs nationally!
- ACEC/PAC is bipartisan – issues determine financial support, not political party.
- **93%** of all federal candidates supported by ACEC PAC were elected to the 111<sup>th</sup> Congress.
- **Political success through ACEC/PAC is essential to the legislative successes important to your bottom line!**

**ACEC/PAC is the best investment you can make for the future of your business!  
For further information, please contact Greg Knopp or Elizabeth Coit at (202) 347-7474.**



# ACEC/PAC

AMERICAN COUNCIL OF ENGINEERING COMPANIES  
POLITICAL ACTION COMMITTEE

**Yes! I would like to help ACEC/PAC support Members of Congress who will fight for the business interests of the engineering community.**

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Job/Position Title: \_\_\_\_\_

Home Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Yes, I would like to be a member of the  Capitol Club (\$5,000),  Chairman's Club (\$2,500), or  Millennium Club (\$1,000).\***

Enclosed is my  personal check or  personal credit card contribution in the amount of:

\$5,000  \$2,500  \$1,000  \$500  \$250  Other \$ \_\_\_\_\_

MasterCard  Visa  American Express

Credit Card Number \_\_\_\_\_ Exp. \_\_\_\_\_

Name of Credit Card Holder \_\_\_\_\_ CVV \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Partnership and sole proprietorship checks are permitted; however, federal law prohibits corporate checks and corporate credit cards. Contributions or gifts to ACEC/PAC are not deductible as charitable contributions for federal income tax purposes. Contributions will be screened and those from outside the restricted class (non-members) and those from individuals who have not given prior approval may be returned. Contributions are voluntary and amounts included herein are merely suggestions. An individual is free to contribute more or less than the guidelines suggest, but may not contribute more than \$5,000 per calendar year. Federal law requires that our committee report the full name, address, occupation and company name of each individual whose contributions aggregate in excess of \$200 in a calendar year.

Mail to: ACEC/PAC  
Attn: Elizabeth Coit  
Government Affairs Department  
1015 15<sup>th</sup> Street, N.W., 8<sup>th</sup> Floor  
Washington, D.C. 20005-2605

Fax to: 202-682-4376

\* Chairman's Club members either contribute \$2,500 to ACEC/PAC, or contribute \$1,000 to ACEC/PAC and pledge an additional \$1,500 to be contributed throughout the year to directly support candidates for re-election.

# ACEC/PAC Annual Convention Sweepstakes



Enter for Your Chance to Win  
\$18,000 in Prize Money!

Chance to Win One of Four Prizes:

**Grand Prize: \$10,000**

**2<sup>nd</sup> Prize: \$5,000**

**3<sup>rd</sup> Prize: \$2,000**

**4<sup>th</sup> Prize: \$1,000**

**ONLY 500 TICKETS TO BE SOLD!**

**\$200 PER TICKET**

**(Limit 5 per person)**

No purchase necessary to enter or win

Drawing to be held, **Wednesday, April 29, 2009**

During the ACEC/PAC Sweepstakes Breakfast

**\*\*\* ENTER FOR YOUR CHANCE TO WIN \*\*\***

NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

FIRM: \_\_\_\_\_ CITY/STATE: \_\_\_\_\_

TITLE: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_ CITY/STATE/ZIP: \_\_\_\_\_

**NUMBER OF TICKETS YOU WISH TO PURCHASE: \_\_\_\_\_ (\$200 EA. LIMIT 5)**

**\*PAYMENT NOTICE:** ACEC/PAC can only accept personal checks or credit cards

**METHOD OF PAYMENT:** Check    Visa    MasterCard    American Express

CREDIT CARD NUMBER: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

NAME AS IT APPEARS ON CARD: \_\_\_\_\_ CVV# \_\_\_\_\_

***Make checks payable to: ACEC/PAC***

To enter with a purchase, please either (1) complete this form and send via fax to 202-682-4376, (2) email [ecoit@acec.org](mailto:ecoit@acec.org); (3) call ACEC/PAC at 202-347-7474; (4) send this form via mail to ACEC/PAC at 1015 15<sup>th</sup> Street, NW, 8<sup>th</sup> Fl., Washington, D.C. 20005-2605 (NOTE: Mail-in entries must be received by 4/24/09 to be considered for the drawing); or (5) at the ACEC/PAC table during the ACEC Annual Convention between 4/26/09 – 4/29/09 (NOTE: in-person entries must be made before 7 a.m. EST on 4/29/09) To enter without a purchase send an email to [ecoit@acec.org](mailto:ecoit@acec.org) titled free "Free entry to Sweepstakes" with your first and last name complete address and daytime phone number, date of birth and email address. Term: Promotion is open 1/1/09 until 7 a.m. EST on 4/29/09 or until tickets are all sold. Partnership and sole proprietorship checks are permitted; however, federal law prohibits corporate checks and corporate credit cards. Contributions or gifts to ACEC/PAC are not deductible as charitable contributions for federal income tax purposes. Contributions will be screened and those from outside the restricted class (non-members) and those from individuals who have not given prior approval may be returned. Contributions are voluntary and amounts included herein are merely suggestions. An individual is free to contribute more or less than the guidelines suggest, but may not contribute more than \$5,000 per calendar year. Federal law requires that our committee report the full name, address, occupation and company name of each individual whose contributions aggregate in excess of \$200 in a calendar year. Entry into this sweepstakes constitutes acceptance of sweepstakes rules, which are attached to this Entry Form. Odds of winning depend on number of entries distributed. No purchase necessary to enter or win. Void where prohibited. Open to ACEC members who are US citizens and above the age of majority in their state of residence. Sponsor: The American Council of Engineering Companies located at 1015 15<sup>th</sup> St. NW, 8<sup>th</sup> Floor, Washington, D.C. 20005-2605

**OFFICIAL RULES FOR THE ACEC/PAC SWEEPSTAKES**  
**NO PURCHASE NECESSARY TO ENTER OR WIN. VOID WHERE PROHIBITED. OPEN ONLY TO U.S. RESIDENTS.**  
**ENTRY INTO THIS SWEEPSTAKES CONSTITUTES YOUR ACCEPTANCE OF THESE SWEEPSTAKES RULES.**

**ELIGIBILITY:** To be eligible to enter the ACEC/PAC Sweepstakes ("Sweepstakes"), you must be a legal resident of the United States, including the District of Columbia, who is a member of The American Council of Engineering Companies and at least 18 years of age, or above the age of majority in the state in which you reside.

**SPONSOR:** The American Council of Engineering Companies, located at 1015 15<sup>th</sup> Street, N.W., 8<sup>th</sup> Floor, Washington, D.C. 20005-2605, is the sponsor of the Sweepstakes ("Sponsor").

**TERM:** The Sweepstakes begins at midnight Eastern Daylight Savings Time (EDT) on January 1, 2009 and ends when five hundred (500) tickets are sold or at 7 a.m. EST on April 29, 2009, whichever occurs first.

**HOW TO ENTER:** No purchase necessary to win. Void where prohibited. Entrants may enter in several ways:

(A) You may enter by purchasing a ticket during the Term directly from Sponsor in one of the following ways (1) completing the "Entry Form" attached to these rules and sending the form via fax to ACEC/PAC at 202-682-4376; (2) contacting ACEC/PAC at (202) 347-7474; (3) sending an email to ACEC/PAC at [ecoit@acec.org](mailto:ecoit@acec.org) requesting ACEC/PAC contact you regarding the purchase of a Sweepstakes ticket; (4) mailing the "Entry Form" to ACEC/PAC at 1015 15<sup>th</sup> Street, NW; 8<sup>th</sup> Fl.; Washington, D.C. 20005-2605 (NOTE: Mail-in entries must be received by April 24, 2009 to be considered for the drawing); or (5) purchasing an entry at the ACEC Fall Conference between the dates of April 26-29, 2009 (NOTE: purchase must be made before 7 a.m. EST on April 29, 2009). Each entrant will be required to provide his/her name, home address, phone number, and e-mail address or entrant must provide Sponsor with a completed Entry Form. Upon receipt of your entry, ACEC will enter your name in the Sweepstakes. To confirm entry, ACEC will send you an email or notify you in person, if applicable. Contributions are not tax-deductible. FEC regulations prohibit corporate checks or credit cards.

(B) You may enter without purchase during the Term by sending Sponsor an email titled "FREE ENTRY TO SWEEPSTAKES" at [ecoit@acec.org](mailto:ecoit@acec.org) with your first and last name, complete address, daytime phone number, date of birth and e-mail address. Upon receipt of your email, Sponsor will enter your name in the Sweepstakes. As proof of entry, ACEC will send you an email confirming your entry.

**LIMIT:** FIVE (5) ENTRIES PER PERSON REGARDLESS OF METHOD OF ENTRY. YOU MAY ONLY ENTER ONCE PER DAY, REGARDLESS OF THE METHOD OF ENTRY. Subsequent entries will be disqualified. All entries become the property of Sponsor and will not be returned or acknowledged. Sponsor is not responsible for any non-intentional, incorrect or inaccurate information associated with the Sweepstakes or for any technical or human error that may occur in the administration of the Sweepstakes. Sponsor assumes no responsibility for any error, omission, interruption, deletion, defect or delay in the operation or transmission of any entry, or the destruction, unauthorized access to, or alteration of, entries. Sponsor is not responsible for any problems or technical malfunction of any telephone network or lines, computer networks, servers or computer network providers, computer equipment, software, hardware, e-mail or any combination thereof, including injury or damage to entrants or to any other person's computer related to or resulting from participating in this Sweepstakes. If, for any reason, the administration, security, fairness, integrity or proper conduct of this Sweepstakes is corrupted, Sponsor reserves the right at its sole and exclusive discretion to cancel, terminate, modify or suspend the Sweepstakes. Sponsor is not responsible for any injury to person or property in relation to this Sweepstakes. ANY ATTEMPT BY AN ENTRANT OR ANY OTHER INDIVIDUAL TO DELIBERATELY DAMAGE OR UNDERMINE THE LEGITIMATE OPERATION OF THIS SWEEPSTAKES IS A VIOLATION OF CRIMINAL AND CIVIL LAWS. SPONSOR MAY SEEK DAMAGES FROM ANY ENTRANT OR OTHER PERSON TO THE FULLEST EXTENT PERMITTED BY LAW (INCLUDING ATTORNEYS FEES, COURT COSTS AND EXPENSES).

**GRAND PRIZE DRAWING:** The potential winners will be selected via drawing at the ACEC Annual Convention in Washington, DC on or about **April 29, 2009** and notified within two (2) weeks of the drawing by mail, phone or email. If prize or prize notification is returned as undeliverable, the prize is forfeited and Sponsor may select an alternate potential winner from all remaining eligible entries.

**PRIZE & ODDS OF WINNING:** **Grand Prize - One (1) Grand Prize winner will receive \$10,000 in cash via check. Second Prize - One (1) Second Prize winner will receive \$5,000 in cash via check. Third Prize - One (1) Third Prize winner will receive \$2,000 in cash via check. Fourth Prize - One (1) Fourth Prize winner will receive \$1,000 in cash via check.** Approximate retail value of all prizes is \$18,000. Pictures shown in any promotional materials are for illustration purposes only. All other details of the Prizes not stated herein are at the sole discretion of Sponsor. Prizes are not transferable or substitutable, except by Sponsor, who in its sole discretion may substitute a prize with one of equal value. Odds of winning depend on the total number of entries received. **LIMIT ONE PRIZE PER FAMILY PER HOUSEHOLD.**

**WINNER NOTIFICATION:** Potential winners will be notified via registered mail or phone within fourteen (14) days of drawing. All taxes, costs and fees associated with prize or prize delivery or acceptance not specified are the sole responsibility of the winners. If the prize is not claimed within thirty (30) days of notification by Sponsor, an alternate potential winner will be selected by a new drawing from all remaining eligible entries. Where lawful, the winners may be required to sign a Declaration of Eligibility, Release of Liability and/or a Publicity Release. Failure to return the required documents within the time period specified may result in forfeiture of prize and random selection of alternate potential winner from remaining eligible entries. Prizes will be awarded via check within approximately twelve (12) weeks of receipt by Sponsor of final prize acceptance documents.

**GENERAL:** By entering this Sweepstakes, entrants agree to abide by these Official Rules. All U.S. federal, state, municipal, and local laws and regulations apply. All entries will be deemed made by the authorized account holder of the e-mail address submitted at the time of entry, and any potential winner may be required to show proof of being the authorized account holder for that e-mail address. The "authorized account holder" is the natural person assigned to an e-mail address by an Internet service provider, online service provider, or other organization responsible for assigning e-mail address for the domain. Winners agree that their name, photograph, videotape, likeness or statement may be used for advertising and publicity purposes in any media as Sponsor and its agents so determine without any further compensation, except where prohibited by law. Any entry blanks or other materials that are incomplete, illegible, altered, counterfeited or tampered with or obtained other than through legitimate and authorized sources are void and Sponsor shall not be responsible for illegible, damaged, lost, forged, late, stolen, postage due, incomplete, undelivered/undeliverable or misdirected mail/entries. By entering the Sweepstakes and/or accepting a prize, each entrant releases Sponsor and each of its affiliates and their employees and representatives from any and all liability, whether directly or indirectly, for all injuries, LOSSES or damages of any kind (including death) arising out of, or in connection with the possession, acceptance, enjoyment, use/misuse of prize or arising out of participation in this Sweepstakes; and entrant waives all rights to claim punitive, incidental and consequential damages, attorneys' fees or any damages other than actual out-of-pocket costs incurred to enter. Should there be a conflict between the laws of the District of Columbia and any other laws, the conflict will be resolved in favor of the laws of the District of Columbia, without regard to its conflict of law provisions.

**WINNERS LIST:** To obtain the names of the winners, send your request along with a self-addressed, stamped envelope, to American Council of Engineering Companies at 1015 15<sup>th</sup> Street, 8<sup>th</sup> Floor, N.W., Washington, D.C. 20005, Attn: ACEC/PAC Sweepstakes (Residents of Vermont need not supply postage).