



A NOTE TO THE PARTY FINANCIAL OFFICER

Campaign Finance Legislation

Campaign finance legislation has existed in Manitoba since the early 1980's. Over the years, the legislation governing campaign finance law in Manitoba, *The Election Financing Act* (EFA), has evolved into what exists today. Significant amendments have broadened the obligations placed on the participants in the democratic process, many of whom are volunteers.

Ensuring compliance with the provisions of the EFA is the responsibility of the Chief Electoral Officer (CEO) and Elections Manitoba. The role and position of the CEO, among other things, is to instill public confidence in the electoral process in Manitoba and to assist those who have a responsibility to comply with the EFA.

Due to the financial nature of many of the provisions of the EFA, candidates, registered parties, and other participants are required to file statements or forms that report financial balances and transactions.

Resources Available to the Party Financial Officer

1. ***Legislative Reference Guide for Financial Officers.*** This guide presents the relevant provisions of the EFA that a financial officer should be aware of in order to remain compliant with the EFA. This guide is comprised of summary checklists and supporting reference material.
2. ***Accounting Guide.*** This guide establishes the accounting principles upon, and the framework within which registered political parties, constituency associations, candidates, leadership contestants, and other participants in the electoral process responsible for compliance with the EFA, exercise judgment when making accounting and disclosure decisions.
3. ***The Election Financing Act.*** This is the legislation governing campaign finance within the province of Manitoba.
4. ***Forms.*** Fillable forms can be found on Elections Manitoba's website <http://www.electionsmanitoba.ca/en/Resources/Guides>.
5. ***The Compliance Assistance Program of Elections Manitoba***
Elections Manitoba has a legislated mandate to provide assistance to financial officers, official agents, candidates, registered parties, constituency associations and auditors in helping them comply with the EFA. For compliance purposes, the EFA allows Elections Manitoba to review, examine, and inspect forms and returns filed under the EFA along



with any underlying support. Elections Manitoba may select forms and returns or other related information for a more comprehensive review based on pre-established criteria or on a random basis.

Elections Manitoba works with campaigns to rectify unintentional instances of non-compliance without serious consequences; nevertheless, the consequences can be serious if legislative requirements are not followed.

Some of the ways assistance is provided include:

- Information sessions throughout the province for official agents, campaign managers and candidates before and during an election
- Website information – www.electionsmanitoba.ca
- Meeting individually with financial officers and party representatives
- Answering telephone and email inquiries (during an election there are extended hours to answer questions)
- Periodic reminders to participants (e.g. a reminder of a filing deadline)



Contacting Elections Manitoba

General inquiries:

Elections Manitoba
120 – 200 Vaughan Street
Winnipeg MB R3C 1T5

Telephone: 204-945-3225
Toll Free in Manitoba: 1-866-628-6837
Facsimile: 204-945-6011

General Email Address: election@elections.mb.ca
Website: www.elections.mb.ca

Inquiries on The Election Financing Act:

Email: finance@elections.mb.ca

Inquiries on The Elections Act:

Email: operations@elections.mb.ca

Candidates, official agents and others are **strongly encouraged** to contact Elections Manitoba as often as necessary in order to understand the requirements of *The Election Financing Act* or *The Elections Act*.