



## PROHIBITION OF POLITICAL ACTIVITY POLICY

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**Policy Number:** 1090

**Effective Date:** May 1, 2017

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### **A. BACKGROUND**

Workforce Snohomish is issuing this policy in conformance with [Washington State Policy Number 1018](#), Political Activity Restrictions and Disclosure Requirements. This policy addresses the restrictions on political activities paid with federal or state funds and the disclosure requirements for other allowable political activities if paid with private funds. The purpose of the policy is to ensure that all organizations receiving federal or state funds are aware that these restrictions apply to all political activities.

### **B. POLICY**

Recipients of federal or state funds, including staff and partners for these organizations, are prohibited from using federal grant or contract resources for political activities. These organizations are also prohibited from receiving reimbursements from federal contracts or grants for the costs of such activities.

Entities that do not receive federal funds, including but not limited to WorkSource partners, are also prohibited from participating in political activities when these activities take place under the auspices of the WorkSource system or within its environment (i.e. at a WorkSource Center or Affiliate Site or in the service delivery environment of WorkSource).

Prohibited political activities include, but are not limited to, the following:

- Attempts to influence the outcomes of any federal, state or local election, referendum, initiative, or similar procedure, through in kind or cash contributions, endorsements, publicity, or similar activity;
- Establishing, administering, contributing to, or paying the expenses of a political party, campaign, political action committee, or other organization established for the purpose of influencing the outcomes of elections.

All grant and contracts must include statements in their general conditions to ensure compliance with the requirements of this policy. In cases where a subrecipient or partner conducts political activities, a Disclosure of Lobbying Activities form must be filed with Workforce Snohomish for such political activities (allowable within the specific funding source) that have been, **or will be**, paid for with funds other than state or federal funded. Workforce Snohomish will submit the disclosure form to ESD on behalf of any disclosures within their area.

**C. DEFINITIONS:**

- **Political Activities** - lobbying or advocating for legislative programs or changes; and campaigning for, endorsing, or contributing to political candidates or parties.

**References:**

- [WorkSource System Policy #1018](#): Political Activity Restrictions and Disclosure Requirements
- [Disclosure of Lobbying Activities](#)

**Supersedes:**

N/A