



SOCs

State Open Campaign System

Updated May 28, 2013



New York State Board of Elections
elections.ny.gov


SOCS
State Open Campaign System

Search

Home Campaigns Voters Data About Us Contact


Welcome to SOCS.

Online tools for fairer, cleaner, more transparent New York State election campaigns.
Easier compliance, better oversight.




Campaigns

No more paper: simple and easy to manage contributions, expenses and reporting online and secure notices and messaging with staff and regulators.



Voters

It's all here: register to vote, find polling place and candidates, make campaign contribution, change address.



Data

Maximum campaign finance transparency, with advanced search, plus data sharing features like APIs and bulk downloads: see, use, visualize, analyze, combine



The Open Campaign Working Group includes public minded New Yorkers with experience in technology, elections and transparency.

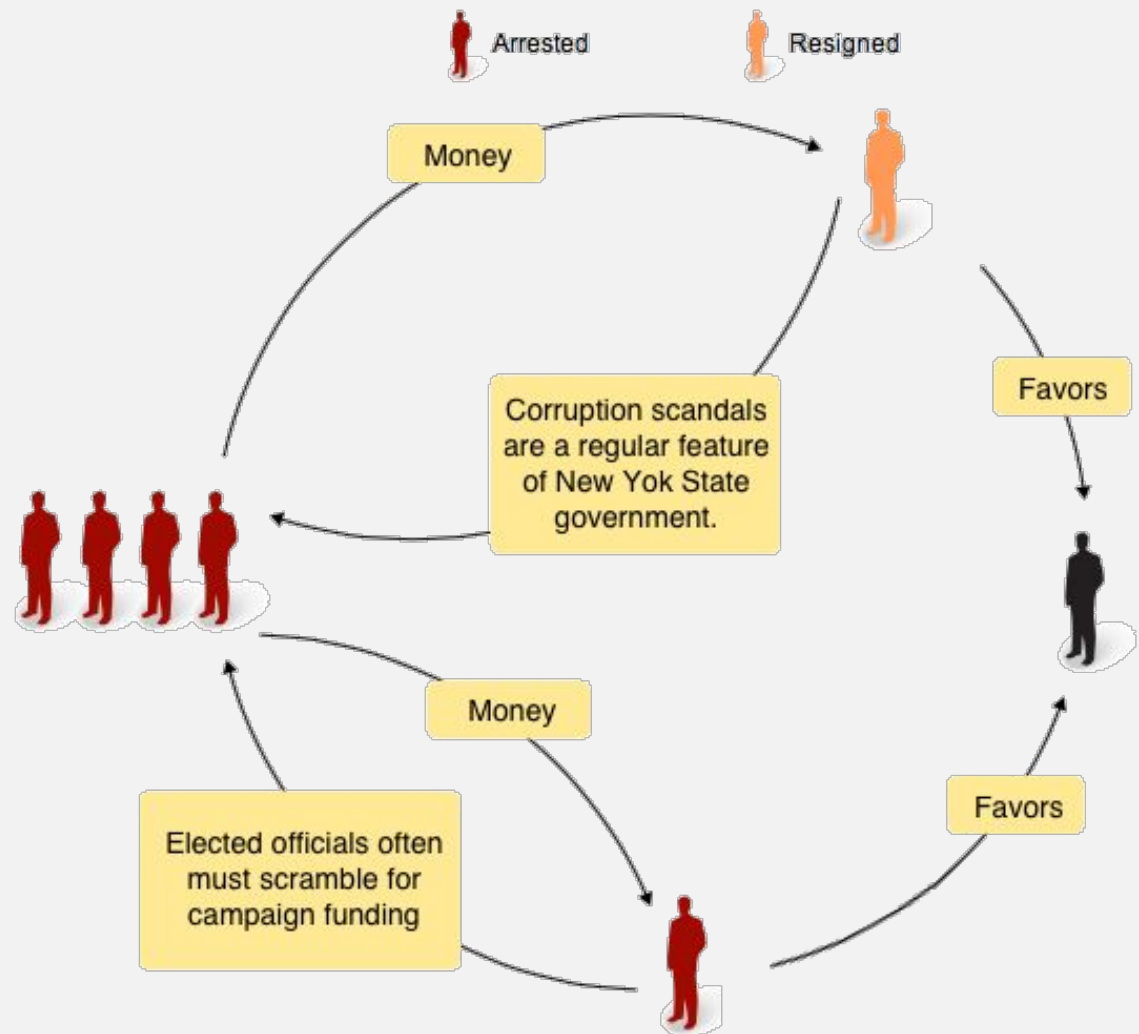
Members of the group created the State Open Campaign System (SOCS) a proposed state of the art website and database system that uses technology to **transform** state election **campaigns**, and make them **cleaner**, **fairer** and more **transparent**.

opencampaignworkinggroup.org



New York State is once again reeling from scandal.

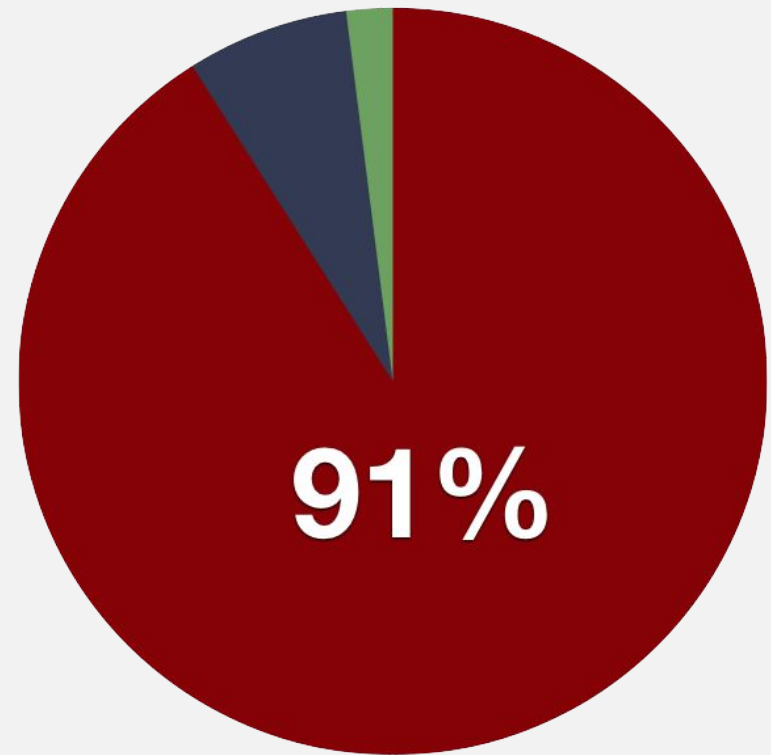
32 state politicians indicted or convicted of a crime, censured, or otherwise accused of misbehaving in the last seven years, including **governors**, and senate **majority leaders**.





New Yorkers are Dismayed.

- 91% of New Yorkers think corruption is a "serious problem" in the state legislature.*
- About 1/3rd of New Yorkers think it's "likely" their state legislator could be arrested for corruption.*



State Board of Elections a "Toothless Tiger" Reporting and Audit Process Broken Down

- 103,805 violations of state campaign finance laws since 2011.*
- \$31 million in campaign funds is "missing."
- 622 committees with over \$12 million in the bank have stopped filing.
- BOE database and technology is "archaic," "inflexible," "prohibitively costly," "impediment to people scrutinizing campaign filings."**



There's a Better Way

New York State can use
proven, inexpensive,
open source technology.



SOCS
State Open Campaign System

Affordable, Open Source Technology

New York State Board of Elections
elections.ny.gov


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The State Open Campaign System

SOCS is a proposed state of the art website and database. The paperless, online system:

- Increases the transparency and public accountability of state campaigns.
- Makes campaign audits faster and less expensive for campaigns and regulators.
- Saves money and time for campaigns and regulators alike.
- Gives all campaigns the same, powerful, online campaign finance tools.
- Is highly flexible and can work with new campaign finance laws.




The screenshot shows a web browser window with the address bar displaying "www.elections.ny.gov". The website header features the SOCS logo and a navigation menu with links: Home, Campaigns, Voters, Data, About Us, and Contact. A search bar is located on the right side of the header. The main content area is divided into three columns, each with a red circular icon and a title. The first column has an icon of a person at a podium and is titled "Campaigns". The second column has an icon of three people and is titled "Voters". The third column has an icon of a document with a pie chart and is titled "Data". Each column contains a paragraph of text describing the services offered.

New York State Board of Elections

www.elections.ny.gov


SOCS
State Open Campaign System

Home Campaigns Voters Data About Us Contact




Campaigns

No more paper: manage contributions, expenses, and reporting simply online; secure notices and messaging with staff and regulators.



Voters

It's all here: register to vote, find polling place and candidates, make campaign contribution, change address.



Data

Maximum campaign finance transparency, with advanced search and data sharing features like APIs: see, use, visualize, analyze, combine



SOCS promotes a virtuous cycle that makes reporting and auditing faster, less expensive and more accurate.

The paperless process results in fewer errors, instant access to information, and vastly improved record keeping.

Digital communications between regulators and campaigns means instant, secure notifications of correspondence and audits..

Our integrated, seamless system means instant access to supporting documentation like scanned checks and receipts for all staff.





Everything is online, in one place.

All records are kept in a digital format, avoiding manual data entry and potential mistakes.

Electronic campaign registration, tracking of contributions and expenses saves time.

Simple, Turbo-Tax style financial management is intuitive: quickly adapt it to any campaign, and integrate with existing fiscal software.

Secure instant messages, notices from regulators streamline the audit process.





It's all here. Voters can update their address with the Board of Elections, locate their polling place, and even register to vote through the SOCS site.

Voters also make contributions to campaigns through SOCS, which will be automatically, instantly, and securely be processed into the campaign's accounts.





Total Timely Information Access:

No paper means researchable data is complete and comprehensive.

SOCS provides public access to donor employer and profession data for first time.

A powerful Application Programming Interface (API) permits direct integration of latest data with watchdogs' analytical and reporting tools: no more bulk downloads of potentially-outdated data sets.





SOCS maximizes campaign finance transparency. Data about political campaign spending is available for anyone to easily find, use, analyze and visualize.

All data will be machine searchable and readable. Advanced search features will make data sortable and usable on-site.

Bulk downloads and API streams keep SOCS at the state of the art for data sharing.



Research & Findings




Interviews with Campaigns, Regulators, and Consultants


- Six New York-based **campaigns** and active political **consultants**.
- NYC **Campaign Finance Board** policy and technology staff.
- **NYC Votes** Project with Art Chang, NYC Voter Assistance Advisory Committee
- Leading NGO campaign finance **transparency experts**.
 - National Institute on Money in State Politics
 - Brennan Center for Justice at NYU Law School.
 - Database consultants for Common Cause NY assessing NYS BOE.
- **Technologists** and the Tech Services Industry
 - PayPal
 - Stripe
 - ActBlue

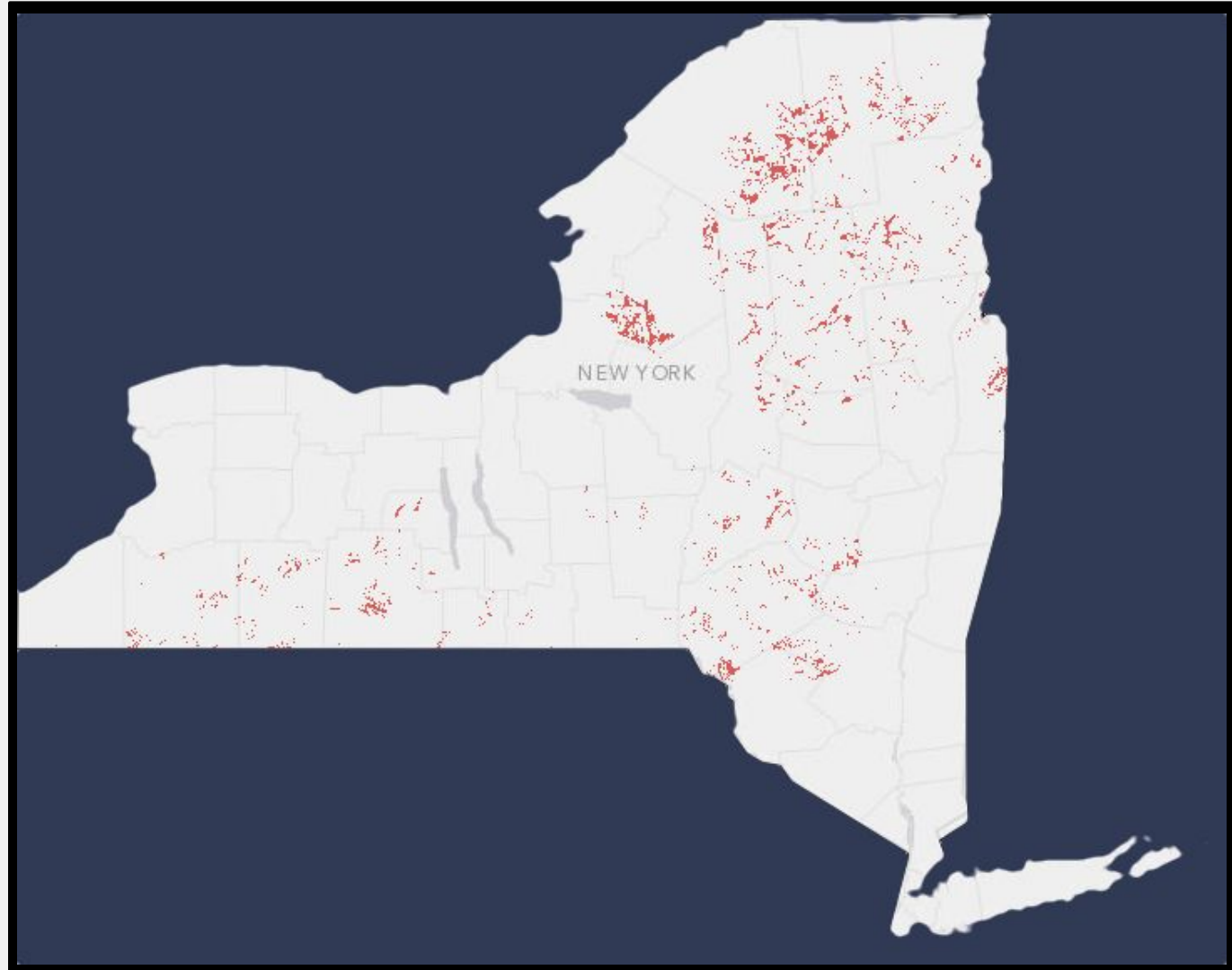


92% of NYS
residences have
access to
broadband.

All legislative
districts have
access to
broadband.

 = Broadband Access

 = No Broadband





Registration · campaigns need to register with the government as an official political candidate committee

Donation Reporting · campaigns need to report every donation (mostly checks and credit cards) to a government regulatory agency

Fundraising · campaigns typically subscribe to one of a variety of technology tools to manage their donor databases, fundraising events, online fundraising, etc.

Expense Reporting · campaigns need to report all campaign expenditures as well, in addition to often purchasing a book keeping tool to keep track of bank account balances and expenditures

Audit & Enforcement · government officials need to audit campaign's reported donations and expenditures to ensure compliance with the law, and campaigns and auditors need to communicate efficiently to resolve questions

Public Oversight · investigative journalists, watchdog groups, and concerned citizens can go online to track and analyze campaign finance data published by the government



BOE Campaign Finance Data Compares Poorly With NYC

NYS Board of Elections does not include business information, date stamps for amended filings but does include duplicate entries for campaign donors and numerous typos. (Posting more BOE data on the state's Open NY, Data.ny.gov portal is a good step, but the BOE's own databases need work.)

New York City's existing Campaign Finance Information System has superior search functions, and cleaner data with fewer duplicate donor names, date tracking when filings are accepted, and more accessible file formats.



BOE Campaign Finance Technology is Obsolete

Our interviews with campaign treasurers and staffers, and technologists revealed that the State BOE campaign finance technology compares poorly with the NYC CFIS/C-SMART online system. BOE's technology:

1. relies on paper forms, which are expensive to process and prone to error,
2. is inflexible and unable to adjust to changes in campaign finance law,
3. lacks basic online recordkeeping features,
4. offers very limited online form filing
5. is outdated and cannot take advantage of new data sharing technology.



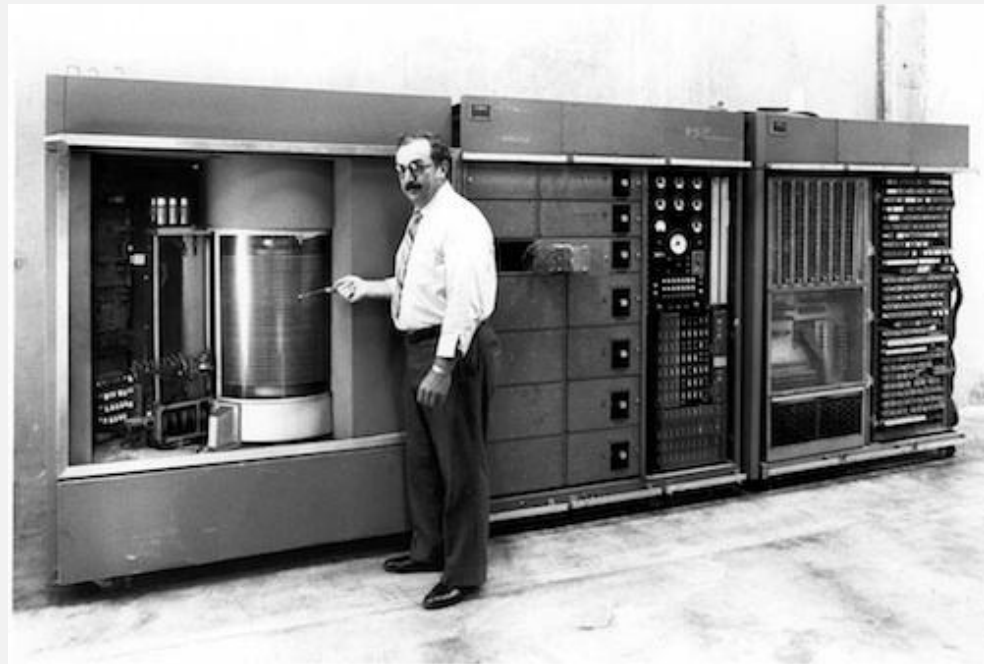
The Board of Elections maintains three separate data systems built over 20 years on obsolete, inefficient software:

Candidate Management maintains candidate information.

Electronic Filing is used by campaign treasurers to file their reports.

Financial Disclosure Tracking, Enforcement and Reports accepts the filing data and provides reporting.

BOE plans to upgrade, but has no timeline or description of those upgrades, and continues to inadequate IT funding in the state budget.



SOCS Features



	BOE System	SOCS
Registration	✗ Mail-in Form	✓ Supports paperless sign-up
Donation Reporting	✗ Windows app; no bulk import of donations	✓ Spreadsheet-friendly with powerful API; bulk imports
Fundraising	✗ Initial delay of weeks	✓ Receive donations immediately through SOCS
Expense Tracking	✗ Separate software with no bulk import	✓ Integrates with donation tracking software; API
Audit & Enforcement	✗ Hampered by poor quality data	✓ Paperless, automated address verification and de-duping, 100% scanned, digital receipts and records.
Transparency	✗ Missing standard fields, no APIs.	✓ State of the art open data functionality.



Campaign Communications with Regulators

- In 2011, the New York State Board of Elections sent **9,848** "Failure to File" letters through the postal system.
- SOCS puts all that online:
 - Secure, instant, online notifications from election officials to campaigns.
 - Electronic filing of records and documentation from campaigns.



Cost Estimate for Website & Database system: <\$2 million

Keys to affordability:

- Open-source database (no license fees)
- Use existing components (e.g.: C-SMART-NYC Votes from NYCCFB, SAGE from NY Senate, and de-duplication tool from FollowTheMoney.org)
- AGILE development process with team of civil servants and consultants

Comparables

- NYC C-Smart: \$840k to build over 2 years (in-house)
- NYC Votes app: ~ \$2 million (in-kind/donated labor)
- NY Senate's "Bluebird" CRM: ~\$250k, 2 years
- FollowTheMoney.org's donor de-duplication & research tool: ~\$200k

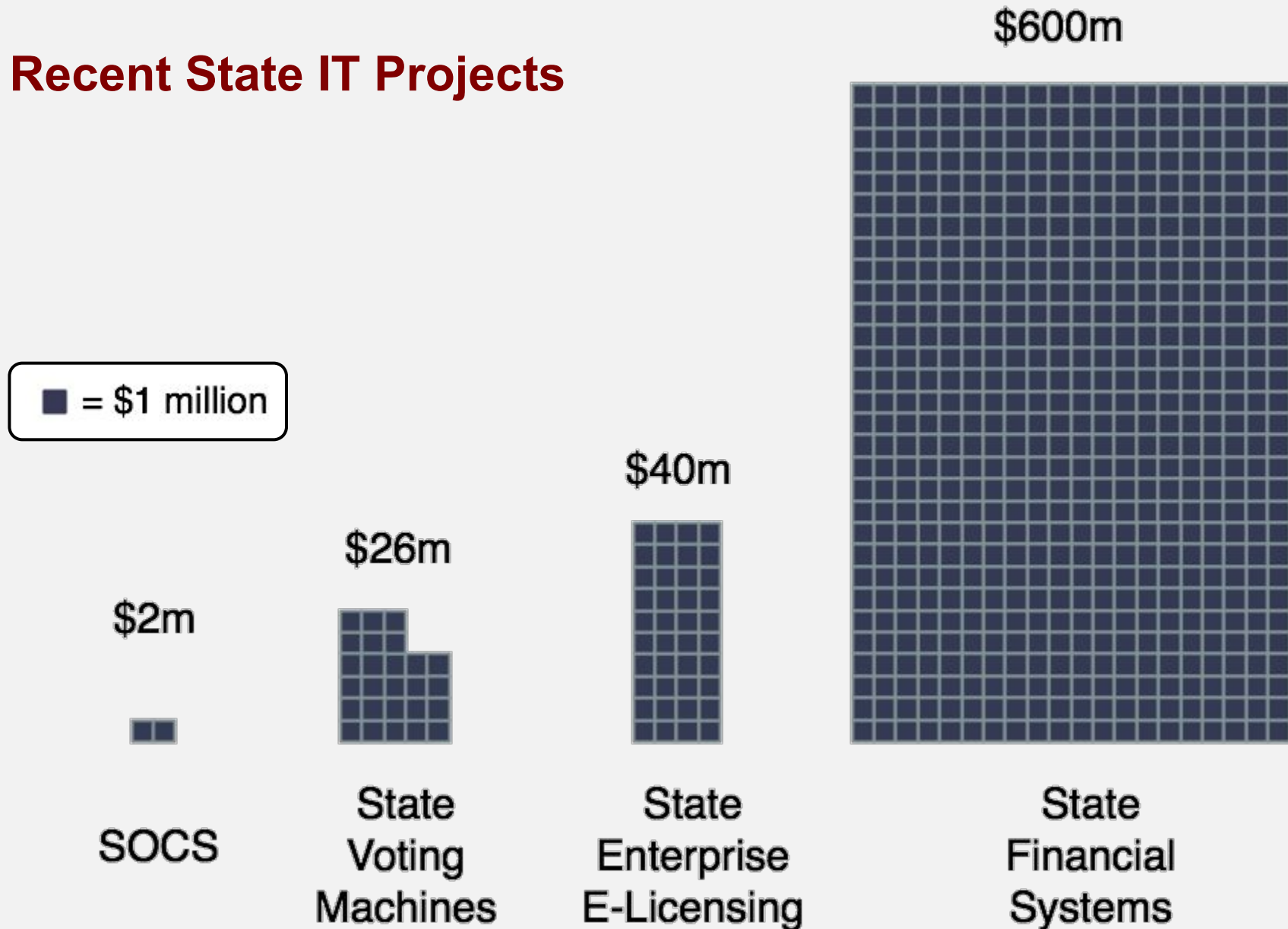


SOCS will cost eighteen cents per registered voter.





Recent State IT Projects





SOCS could be configured to process online campaign contributions --- which is being explored by New York City CFB. Transaction fees could generate \$2.5 million in annual revenue for NYS* — which could pay for SOCS technology updates and improved online campaign transparency and voter services.

The NYS BOE could offer campaigns reduced credit card processing fees by serving as a "wholesaler" in the credit card processing process for election campaigns.

We interviewed a number of credit card processing and campaign software firms that said the process and technology are **simple and straightforward** within a system like SOCS.

*: \$108m credit card donations last election cycle) x (margin between 2.1% wholesale and 3.5% retail credit card processing fees
= \$2.5m

Use Cases



Paperless Registration

SOCS speeds up the process and reduces errors, allowing:

- candidates to register their committee online without any paper fillings,
- regulators to approve a filing and set up an online SOCS account for that Committee with no manual data entry delays or errors
- new Committees to start receiving donations as soon as they have a SOCS account
- public to see immediately who has filed to create a Committee

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The browser's address bar and navigation buttons (back, forward, stop, home) are visible. Below the address bar is a navigation menu with links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The main content area is titled "Candidate" and contains a registration form. The form is divided into three sections: "Candidate", "Committee", and "Bank".

Candidate

Name: ID: Classification:
Office:
Email:

Committee ▼

Name: ☐ Primary Committee
BOE ID: ID:
Address: City: State: ▼ Zip:
Phone: Committee Email:
Treasurer: Treasurer Email:

Bank

Bank Name: Purpose: ▼ ☐ Primary Account
Account Type: Account Number:



Smarter Donation Management

SOCS helps campaigns with compliance, flagging potentially invalid contributions with a sophisticated online database:

- Similar donor names checked for duplicates against NYSenate statewide registered voter file
- District residence looked up with NY Senate's "SAGE"
- Credit card address-verified donors "whitelisted" as verified
- Flags donations with business addresses
- Sophisticated algorithms de-duplicate similar donor names

The screenshot shows a web browser window with the URL <http://www.SOCSny.gov>. The navigation bar includes links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The main content area is titled "Match Verification".

At the top, there is a control bar with a checkbox labeled "Select All" and two buttons: "Same" and "Different".

Below this, there are two comparison rows, each with a checkbox, a "Match Confidence" percentage, and two columns of contact information: "Your Contact" and "Match Contact".

Row 1: Benjamin Franklin

- Match Confidence: 96%
- Your Contact:** Benjamin Franklin, 147 Residential St., Philadelphia, PA 19019, Employer: Franklin Press Inc., Occupation: Owner, Email: ben@franklinpress.com
- Match Contact:** Ben Franklin, 230 Press St. Suite 5, Philadelphia, PA 19019, Employer: Franklin Press Inc., Occupation: Owner, Email: ben@franklinpress.com

Row 2: Alexander Hamilton

- Match Confidence: 50%
- Your Contact:** Alexander Hamilton, 172 Lexington Ave., New York, NY 10016, Employer: (blank), Occupation: (blank), Email: KingAlex@yahoo.com, Phone: 917-842-9473
- Match Contact:** Alexander Hamilton, 17 Wall St., New York, NY 10005, Employer: NY Federal Reserve Bank, Occupation: Branch Governor, Email: AHamilton@NYFed.gov, Phone: 917-842-9473



Automatic Donor Lookup

By using an API and open data technology provided by the New York State Senate, SOCS can cross-reference a donor's address with the data in SAGE to provide detailed district information and donor verification.

The screenshot displays the SAGE API web application interface. The browser address bar shows `api.sage.ny.gov/districtmap`. The page has a navigation bar with links for "About", "API Reference", and "Batch Services".

District Information

Address: 1569 E Broadway
City: Manhattan
State: NY
Zip5:
Zip4:
Method: Default (dropdown) Default (dropdown)
[Find Districts](#)

Map of Senate District 27

The map shows the location of 1569 E Broadway in Manhattan, highlighted with a red pin. The map includes labels for various neighborhoods and streets.

Results

Jane Candidate
Senate District 98
[Email Candidate](#)
[Facebook Page](#)
[View Map](#)

1569 BROADWAY
NEW YORK, NY 10036
[\(40.759224, -73.985127\)](#) [Yahoo](#)

Susana Smith
Congressional District 42 [View Map](#)

Stephanie Figueroa
Assembly District 154 [View Map](#)

New York County
County Code: 62 [View Map](#)

Town of New York
Town Code: -NYC [View Map](#)

Manhattan School District
School District Code: 369 [View Map](#)



Advanced Contact Search

Despite SOCS' automation features, sometimes Committee staff will still need to research individual donors and transactions. SOCS' powerful search features include:

- Full search on multiple criteria
- Quickly identify individual donors
- Generate lists of contributors who satisfy complex criteria.
- Display donors side-by-side to execute bulk actions
- Easily create letters or emails, merging contacts to avoid duplicates

The screenshot shows the SOCS web application interface. At the top is a navigation bar with links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. Below this is a search form with various input fields: First Name, Last Name, Street Address, Zip, Email, Phone Number, Trans Type (dropdown), From (amount), to (amount), Vendors (dropdown), Event (dropdown), Keyword, Intermediary (dropdown), and an Update Search button. There are also XML and CSV download buttons. The search results show 7 matching records, with a list of names: George Washington, Alexander Hamilton, Johnathan Hancock, Charles Adams, Samuel Adams, I (selected), Adam Smith, and Johnathan Adams. To the right of the list is a detailed view for Samuel Adams, I, showing Personal Information (Mr. Samuel Adams, I, Address 1: 123 Main Ave. 7G, New York, NY 10001) and Employment Info (Employer: Self, Occupation: Brewer, Address: 123 Main Ave. 7G, NY, New York, 10001). Below this is a Totals section showing Contributions: \$170.00, In-Kind: \$100.00, Matched: \$70.00, Refunds: \$0.00, and Payments: \$500.00. At the bottom is a Transactions table with columns: Type, Date, Amount, Match, Refund, Refund Date, Source, ID, and Event. The table contains four rows of transaction data.

Type	Date	Amount	Match	Refund	Refund Date	Source	ID	Event
Contribution	1/4/13	\$20.00	\$20.00	\$0.00		Credit Card	1	RS L...
Contribution	2/7/13	\$50.00	\$50.00	\$0.00		Check	2	W Hotel
In-Kind	1/6/12	\$100.00	\$0.00	\$0.00			3	Phoneba...
Payment	3/9/12	\$500					4	



Contact Manager: 1

Full search via multiple criteria to quickly identify individual donors or generate lists of contributors who satisfy a certain criteria.

Here, many search options are collapsed in the "Advanced Search Options," leaving only the most common fields for finding a single donor.

The screenshot shows the SOCS Contact Manager interface. At the top is a navigation bar with links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. Below this is a search section with input fields for First Name, Last Name, Street Address, and Zip, along with an 'Update Search' button and a link to 'Advanced Search Options'. There are also buttons for 'XML' and 'CSV' export. A list of 7 matching records is shown, with 'Samuel Adams, I' selected. The right side of the interface displays the 'Personal Info' tab for the selected contact, including fields for Name, Address 1, Address 2, Email, and Phone Number, along with checkboxes for 'Primary' and 'Intermediary'. Below this is the 'Employment Info' section with fields for Employer, Occupation, Address, and Affiliated Group. At the bottom is the 'Matching Fund Info' section with a checkbox for 'In District'.

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Search

First Name Last Name Street Address Zip

> [Advanced Search Options](#)

7 matching records
[+Bulk Action](#)

George Washington

Alexander Hamilton

Johnathan Hancock

Charles Adams

Adam Smith

Johnathan Adams

Personal Info [edit](#)

Mr. Samuel Adams, I

Address 1: 123 Main Ave. 7G New York NY 10001 [map](#) ☒ Primary

Address 2: 896 Hudson St. Boston MA 23947 [map](#)

Email: Sam@foundingfathers.com Phone Number: 123-123-4567 ☐ Intermediary

Employment Info

Employer: Self Occupation: Brewer

Address: 123 Main Ave. 7G NY New York 10001 [map](#)

Affiliated Group: How Affiliated:

Matching Fund Info

Doing Business As: Samuel Adams Brewery LLC

☐ In District



Contact Manager: 2

Full search via multiple criteria to quickly identify individual donors or generate lists of contributors who satisfy a certain criteria.

Here, the full "Advanced Search Options" are shown.

Again, here you can view the Personal Info Tab.

The screenshot displays the SOCS Contact Manager interface. At the top is a navigation bar with links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. Below this is a search section with various input fields: First Name, Last Name, Street Address, Zip, Email, Phone Number, Trans Type (dropdown), From: \$ to \$, Vendors (dropdown), Event (dropdown), Keyword, Intermediary (dropdown), and an Update Search button. Below the search fields are buttons for XML and CSV. A list of 7 matching records is shown, with a '+ Bulk Action' link. The records are: George Washington, Alexander Hamilton, Johnathan Hancock, Charles Adams, Samuel Adams, I (highlighted), Adam Smith, and Johnathan Adams. To the right of the list is a '+ Add Name' button and a '>-< Merge Records' button. The 'Personal Info' tab is selected, showing details for Samuel Adams, I. The Personal Info section includes buttons for 'Send Letter', 'Send Email', and 'edit'. The details listed are: Mr. Samuel Adams, I; Address 1: 123 Main Ave. 7G, New York, NY 10001 (with a map link and a checked 'Primary' checkbox); Address 2: 896 Hudson St., Boston, MA 23947 (with a map link); Email: Sam@foundingfathers.com; Phone Number: 123-123-4567 (with an unchecked 'Intermediary' checkbox). Below this is the 'Employment Info' section, showing: Employer: Self, Occupation: Brewer, Address: 123 Main Ave. 7G, NY New York 10001 (with a map link), Affiliated Group: (empty), and How Affiliated: (empty). At the bottom is the 'Matching Fund Info' section, showing: Doing Business As: Samuel Adams Brewery LLC, and an unchecked 'In District' checkbox.



Contact Manager: 3

SOCS can generate lists of individuals who satisfy certain criteria. These records appear in the left hand column. Displaying multiple names side-by-side allows for the use of bulk actions; like sending letters or emails; or merging potential duplicates.

Clicking a single name brings up that individual's information on the right hand pane. A record has two types of data associated with them: (1) Personal Information and (2) Transactions.

Here we are viewing the "Personal Info" tab.

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The navigation bar includes links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The main content area is titled "Search" and contains input fields for First Name, Last Name, Street Address, and Zip, along with an "Update Search" button and a link to "Advanced Search Options". Below the search fields are tabs for "XML" and "CSV". A list of 7 matching records is shown, with a "+ Bulk Action" link. The records are: George Washington, Alexander Hamilton, Johnathan Hancock, Charles Adams, Samuel Adams, I (selected), Adam Smith, and Johnathan Adams. The "Personal Info" tab is active, showing details for Samuel Adams, I. The "Transactions" tab is also visible. The "Personal Info" section includes a "Send Letter" button, a "Send Email" button, and an "edit" link. The information displayed is: Mr. Samuel Adams, I; Address 1: 123 Main Ave. 7G, New York, NY 10001 (with a "map" link); Address 2: 896 Hudson St., Boston, MA 23947 (with a "map" link); Email: Sam@foundingfathers.com; Phone Number: 123-123-4567 (with an "Intermediary" checkbox). The "Employment Info" section shows: Employer: Self, Occupation: Brewer, Address: 123 Main Ave. 7G, NY, New York, 10001 (with a "map" link), Affiliated Group: (empty), and How Affiliated: (empty). The "Matching Fund Info" section shows: Doing Business As: Samuel Adams Brewery LLC, and an "In District" checkbox.



Contact Manager: 3

In SOCS, a user may have multiple on addresses, emails and phone numbers on file to help distinguish them from others. Any one may be marked as "primary".

A primary address will automatically be checked against the State's geolocation services to render an "In District" verdict instantly and automatically.

The employment info can be checked against a State's Doing Business database to provide an automatic verdict there as well.

The screenshot shows the SOCS Contact Manager interface. At the top is a navigation bar with links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. Below this is a search section with input fields for First Name, Last Name, Street Address, and Zip, along with an 'Update Search' button and a link to 'Advanced Search Options'. There are also buttons for 'XML' and 'CSV' data export. A list of 7 matching records is shown, with 'Samuel Adams, I' selected. To the right, a detailed view of the selected contact is displayed, including 'Personal Info' (name, addresses, email, phone, and 'Primary' status) and 'Employment Info' (employer, occupation, address, and affiliated group). A 'Matching Fund Info' section at the bottom indicates the business name and 'In District' status.

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Search

First Name Last Name Street Address Zip

> [Advanced Search Options](#)

7 matching records [+Bulk Action](#)

George Washington
Alexander Hamilton
Johnathan Hancock
Charles Adams
Samuel Adams, I
Adam Smith
Johnathan Adams

Personal Info [edit](#)

Mr. Samuel Adams, I

Address 1: 123 Main Ave. 7G New York NY 10001 [map](#) ☒ Primary

Address 2: 896 Hudson St. Boston MA 23947 [map](#)

Email: Sam@foundingfathers.com Phone Number: 123-123-4567 ☐ Intermediary

Employment Info

Employer: Self Occupation: Brewer

Address: 123 Main Ave. 7G NY New York 10001 [map](#)

Affiliated Group: How Affiliated:

Matching Fund Info

Doing Business As: Samuel Adams Brewery LLC

☐ In District



Editing Contacts

When editing or creating a Contact, all of these fields are available. Again, the in-district information is automatically populated by a check on the Primary address tag.

Here, “Doing Business” is a check box for the user to select in the event that a comprehensive database is not available.

Auto-suggest in the data entry fields help prevent the creation of duplicate records.

The screenshot shows the SOCS website interface for editing contacts. The browser address bar displays <http://www.SOCS.ny.gov>. The navigation menu includes: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The 'Contacts' tab is selected.

Search

First Name, Last Name, Street Address, Zip, Email, Phone Number, Contributions Operator, Vendors, Event, Keyword, Intermediary, Update Search

7 Matching Records

- + Add Name
- >< Merge Records
- George Washington
- Alexander Hamilton
- Johnathan Hancock
- Charles Adams
- Samuel Adams, I
- Adam Smith
- Johnathan Adams

Personal Information

Prefix, Title, First Name, Last Name, MI, Suffix

☐ Intermediary

Street Address, Apt, City, State, Zip, ☐ Primary Address

+ Add an Address

Email, Phone Number

+ Add an Email, + Add a Phone Number

Employment Info

Employer, Occupation

Street Address, Apt, City, State, Zip

Affiliated Group, How Affiliated

Matching Funds Info

Doing Business

Save, Save + New Name, Save + Add Transaction



Removing Duplicate Contacts

Removing duplicates can be done from two locations. The first is Messages, which automatically notify campaign staff that a contribution logged as a new record may actually be a duplicate.

When names enter the SOCS database, an algorithm tries to match it with an existing record. This can be within the campaign database or across all campaigns.

Next, the possible match is submitted to the campaign. Existing campaign data is displayed side by side for human verification.

The screenshot shows the SOCS website interface. At the top is a navigation bar with links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. Below this is a 'Search' section with various input fields: First Name, Last Name, Street Address, Zip, Email, Phone Number, Contributions (with a dropdown menu), Vendors (with a dropdown menu), Event (with a dropdown menu), Keyword, Intermediary (with a dropdown menu), and an 'Update Search' button. Below the search fields is a list of '7 Matching Records' with a '+ Add Name' button and a '>< Merge Records' button. The list includes: George Washington, Alexander Hamilton, Johnathan Hancock, Charles Adams, Samuel Adams, I (highlighted), Adam Smith, and Johnathan Adams. To the right of the search results is a 'Personal Information' form with fields for Prefix, Title, First Name, Last Name, MI, and Suffix. It also has a checkbox for 'Intermediary', fields for Street Address, Apt, City, State (dropdown), and Zip, and a checkbox for 'Primary Address'. Below these are fields for Email and Phone Number, each with a '+ Add' link. The 'Employment Info' section has fields for Employer, Occupation, Street Address, Apt, City, State (dropdown), and Zip. It also has fields for Affiliated Group and How Affiliated. The 'Matching Funds Info' section has a 'Doing Business' field. At the bottom right are three buttons: 'Save', 'Save + New Name', and 'Save + Add Transaction'.



Contact Transactions: 1

This is a Contact record with the Transaction tab selected.

Supporting documents like receipts, invoices or transaction cards can be uploaded and attached to Transactions.

Clicking on a document will bring up a lightbox with the document image and an option to Download the attached files.

The screenshot shows the SOCS website interface. At the top is a navigation bar with links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. Below this is a search section with various input fields: First Name, Last Name, Street Address, Zip, Email, Phone Number, Trans Type (dropdown), From: \$ (input) to \$ (input), Vendors (dropdown), Event (dropdown), Keyword, Intermediary (dropdown), and an Update Search button. There are also XML and CSV buttons. Below the search section is a list of 7 Matching Records. The records are: George Washington, Alexander Hamilton, Johnathan Hancock, Charles Adams, Samuel Adams, I (selected), Adam Smith, and Johnathan Adams. To the right of the list is a lightbox showing the details for Samuel Adams, I. The lightbox has two tabs: Personal Info and Transactions. The Transactions tab is selected. It shows a table of transactions with columns: Type, Date, Amount, Match, Refund, Refund Date, Source, ID, and Event. The table contains four rows of data. Below the table is a button to Add Transaction.

7 Matching Records

- + Add Name
- >< Merge Records
- George Washington
- Alexander Hamilton
- Johnathan Hancock
- Charles Adams
- Samuel Adams, I**
- Adam Smith
- Johnathan Adams

Personal Information Send Letter Send Email edit

Mr. Samuel Adams, I

Address 1: 123 Main Ave. 7G New York NY 10001 [map](#) ☒ Primary

Employment Info

Employer: Self Occupation: Brewer

Address: 123 Main Ave. 7G NY New York 10001 [map](#)

Totals

Contributions:	\$170.00	In-Kind:	\$100.00	Matched:	\$70.00
Refunds:	\$0.00	Payments:	\$500		

Transactions Type + Add Transaction

Type	Date	Amount	Match	Refund	Refund Date	Source	ID	Event
Contribution	1/4/13	\$20.00	\$20.00	\$0.00		Credit Card	1	RS L...
Contribution	2/7/13	\$50.00	\$50.00	\$0.00		Check	2	W Hotel
In-Kind	1/6/12	\$100.00	\$0.00	\$0.00			3	Phoneba...
Payment	3/9/12	\$500					4	



Contact Transactions: 2

Transaction "Type" drop down options are Contributions, Bill, Bill Payment, and Bill Forgiven. One of the options in the "Event Name" dropdown is to add an event name.

Here, the "Transaction Type" bar is set to "Contribution""Add" has options of "Bill Refund", "Bill Forgiven"

The search should be auto-populated with the verified information from the Image Verification screenThe Contribution Type can be "Contribution, In-Kind"

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The navigation bar includes links for Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The 'Transactions' link is highlighted.

The main content area is titled 'Search' and contains a form for adding a transaction. The form is pre-filled with the following information:

- First Name:** Mr. Samuel Adams, I
- Last Name:** I
- Street Address:** (empty)
- Zip:** (empty)
- Transaction Type:** Contribution/Refund
- *Date Received:** (empty)
- *Amount:** (empty)
- *Contribution Type:** ComboBox
- Check/Money Order Number:** (empty)
- *Committee:** Committee Name
- Event:** Event Name
- Documents:** [Receipt1.pdf](#), [Receipt2.pdf](#), [+Add from Library](#), [+Upload](#)
- Notes:** (empty text area)

At the bottom of the form, there is an 'Add' button with a dropdown menu for 'Transaction Type', and three buttons: 'Cancel', 'Save', and 'Save and add another'.



Contact Transactions: 3

The "Add" button at the bottom allows Transactions to be strung together, such as Refunds of Forgiveness. View the history of a Transaction from inception to completion.

Here, a Transaction is being added to a Transaction History. In this case, a Bill Payment is being added to an Invoice which was added earlier.

There is more than one way to arrive at the Transaction Creation pop-up. In some cases, such as if a user is coming from an Image Verification by hitting "Verify and add to transaction", information will be pre-populated.

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The navigation bar includes links for Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The main content area is titled "Search" and contains a form for adding a transaction. The form is pre-populated with the following information:

- First Name:** Mr. Samuel Adams, I
- Last Name:** I
- Street Address:**
- Zip:**
- Transaction Type:** Contribution/Refund
- *Date Received:** (calendar icon)
- *Amount:**
- *Contribution Type:** ComboBox
- Check/Money Order Number:**
- *Committee:** Committee Name
- Event:** Event Name
- Documents:** [Receipt1.pdf](#), [Receipt2.pdf](#), [+Add from Library](#), [+Upload](#)
- Notes:**
- Segregated:** ☐
- Runoff/Rerun:** ☒
- Attended Event:** ☐

At the bottom of the form, there is an "Add" button with a dropdown menu for "Transaction Type", and three buttons: "Cancel", "Save", and "Save and add another".



Importing Bulk Donation Data

SOCS allows bulk uploading of all transactions from commonly used third-party accounting software like Quickbooks, which manage campaign finances.

SOCS saves time and reduces clerical errors by supporting:

- bulk upload of donation data from spreadsheets
- programmatic “API” integration with leading online accounting software, such as Quickbooks Online

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Import

Data Type:

Indicate the Letter to which each columns should be matched:

First Name: A	Employer: K
Last Name: B	Employer Address: L
Address: C	Employer Apt: M
Apt: D	Employer State: N
State: E	Employer Zip: O
Zip: F	Employer Phone: P
Phone Number: G	Employer Email: Q
Phone Number 2: H	
Email: I	
Email 2: J	

First Name	Last Name	Address	Apt	State	Zip	Telephone Number
<input type="text" value="Letter"/>	<input type="text" value="Letter"/>	<input type="text" value="Letter"/>	<input type="text" value="Letter"/>	<input type="text" value="Letter"/>	<input type="text" value="Letter"/>	<input type="text" value="Letter"/>


Search

Dashboard

45,000

Income

32,403

Expenses

21,388

Matchable

2,105

Refunds

3,339

Balance

Dashboard

Candidate

Contacts

Transactions

Reports

Submission

Admin

Help

NYCA Reminders

Certification Deadline: 5/11/2013

Primary Date: 9/13/2013

Election Date: 11/11/2013

Next Submission: 5/15/2013

Statement #	Start date	End date	Due date
-------------	------------	----------	----------

01	01/01/2013	03/15/2013	05/01/2013
----	------------	------------	------------

02	03/11/2013	05/11/2013	07/11/2013
----	------------	------------	------------

03	03/11/2013	05/11/2013	07/11/2013
----	------------	------------	------------

04	08/01/2013	09/01/2013	09/09/2013
----	------------	------------	------------

05	08/11/2013	09/10/2013	09/15/2013
----	------------	------------	------------

Filter by



Filter

Clear

NYCA Notifications

Unread Notifications: 5

NYCA Notifications: 3

Date	Sender	Recipient	Type	Due
------	--------	-----------	------	-----

04/21/2013	John Smith	Candidate Name	Receipt	05/04/2013
------------	------------	----------------	---------	------------

05/01/2013	John Smith	Candidate Name	Receipt	06/04/2013
------------	------------	----------------	---------	------------

05/10/2013	John Smith	Rosa Ramos	Receipt	06/25/2013
------------	------------	------------	---------	------------

07/01/2013	Rosa Ramos	John Smith	Receipt	08/04/2013
------------	------------	------------	---------	------------



Smart Workflow

Most campaign finance violations are the result of human error and could be avoided or more quickly resolved with efficient online collaboration tools.

SOCS provides “workflow” tools to help Committee staff process transactions faster, and to provide secure, direct messaging between auditors and Committee staff.

The screenshot displays the SOCS web application interface. At the top, the URL is <http://www.SOCSny.gov>. The navigation menu includes: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help.

The main content area is titled "Reminders" and features a table with columns: Statement #, Start Date, End Date, and Due Date. Below the table, there are sections for "Notification" and "Unread Notification".

The "Notification" section shows a message from the Campaign Agency to Martha Washington, dated 11/22/13. The subject is "Rejected Contribution". The message text states: "Records show this person is not a U.S. citizen, permanent resident or conditional permanent resident." The recipient, Martha Washington, is shown with a "Reject" button and a "Reason for rejecting rejection" field. The sender, Campaign Agency, is shown with an "Accept" button and an "Attached File" link.

The "Unread Notification" section shows a message from Martha Washington to the Campaign Agency, dated 11/27/13. The message text states: "Records show this person is not a U.S. citizen, permanent resident or conditional permanent resident." The recipient, Campaign Agency, is shown with a "Send" button and an "Attach File" link.



Candidate Homepage

This is the dashboard for a campaign admin user. The SOCS system anticipates multiple users with varying permissions as to what they can see and do within a campaign's filing workflow.

For a user with full permissions, when he/she logs in, he/she will see an abbreviated heads up of the cash totals for their campaign.

Additionally, SOCS displays reminders of approaching filing deadlines and other important dates in the campaign cycle.

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Totals

Income:	\$5780.00	Matchable:	\$4500.00	Balance:	\$8410.00
Expenses:	\$1570.00	Refunds:	\$300.00		

NYCA

Certification Deadline: 1/1/13
Primary Date: 9/4/13
Election Date: 11/4/13
Next Submission: 10/10/13

Statement #	Start Date	End Date	Due Date
1	3/10/13	5/10/13	5/17/13
2	6/10/13	7/10/13	7/17/13
3	8/10/13	9/10/13	9/17/13

Filter Messages For: Recipient Name Submit Refresh

Messages

Unread Notifications: 5
CFB Notifications: 3

Date	Sender	Recipient	Subject	Due
9/3/13	NYCA	Martha Washington	Duplicate Donor	9/20/13
9/12/13	George	Martha Washington	Receipt	9/18/13
9/12/13	Alex Hamilton	George	Receipt	9/18/13
9/14/13	NYCA	Martha Washington	Rejected Matching	9/21/13
9/14/13	NYCA	Martha Washington	Rejected Matching	9/22/13
9/20/13	ActBlue	Martha Washington	Contact Match	



Candidate Homepage

The homepage also displays Messages. Messages allow internal campaign users and the Campaign Agency to send tasks to one another using preset workflow options.

Normal users can only see Messages where they are the recipient. Since this is an Admin, view, though, all messages are viewable with their due dates.

The Filter by recipient allows Admin's to look at specific users' Messages, including themselves.

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Totals

Income:	\$5780.00	Matchable:	\$4500.00	Balance:	\$8410.00
Expenses:	\$1570.00	Refunds:	\$300.00		

NYCA

Certification Deadline: 1/1/13
Primary Date: 9/4/13
Election Date: 11/4/13
Next Submission: 10/10/13

Statement #	Start Date	End Date	Due Date
1	3/10/13	5/10/13	5/17/13
2	6/10/13	7/10/13	7/17/13
3	8/10/13	9/10/13	9/17/13

Messages

Unread Notifications: 5
CFB Notifications: 3

Filter Messages For: Recipient Name Submit Refresh

Date	Sender	Recipient	Subject	Due
9/3/13	NYCA	Martha Washington	Duplicate Donor	9/20/13
9/12/13	George	Martha Washington	Receipt	9/18/13
9/12/13	Alex Hamilton	George	Receipt	9/18/13
9/14/13	NYCA	Martha Washington	Rejected Matching	9/21/13
9/14/13	NYCA	Martha Washington	Rejected Matching	9/22/13
9/20/13	ActBlue	Martha Washington	Contact Match	



Receiving a Message

Here a Campaign staffer has received a notification that a contribution has been deemed unacceptable by auditors.

This is a pop up that the campaign gets if they click on the notification. Auditors can batch rejected contributions in near real time instead of waiting to send all rejections at the end of an official audit.

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The browser's address bar and navigation buttons are visible. Below the browser window is a navigation menu with the following links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The main content area is titled "Reminders" and contains a table with columns: Statement #, Start Date, End Date, and Due Date. A pop-up window is displayed over the main content. The pop-up has a title bar with a close button (X). Inside the pop-up, there is a "Send to" field with a dropdown menu showing "Username", a "Deadline" field with a date picker, and a "Send" button. Below this, there is a "Sender" field with the value "Campaign Agency", a "Recipient" field with the value "Martha Washington", and a "Response Deadline" field with the value "11/22/13". The pop-up also contains a "Notification" section with a "Subject" field showing "Rejected Contribution". Below the subject field, there is a "Related Name" field with the value "Charles Louis". A large text box contains the message: "Records show this person is not a U.S. citizen, permanent resident or conditional permanent resident." At the bottom of the pop-up, there are two buttons: "Accept" and "Reject". To the right of the "Accept" button, there is a link labeled "Attached File".



Contesting Rejection

In the rejection workflow, a recipient of a rejection Message prompts user to respond with an explanation and is able to upload corroborating documents. This is then sent directly to the auditor for review in their Message inbox.

This gives the user the ability to directly contest or accept auditor's rejection of a contribution.

The screenshot shows a web browser window with the URL <http://www.SOCSny.gov>. The navigation bar includes links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The main content area is titled 'Reminders' and features a table with columns: Statement #, Start Date, End Date, and Due Date. Below the table, there is a form for responding to a rejection. The form includes fields for 'Send to' (Username), 'Deadline' (date), and a 'Send' button. The 'Sender' is 'Campaign Agency' and the 'Recipient' is 'Martha Washington'. The 'Response Deadline' is '11/22/13'. The 'Subject' is 'Rejected Contribution'. Below this, there is a 'Related Name' field with the value 'Charles Louis'. A text box contains the message: 'Records show this person is not a U.S. citizen, permanent resident or conditional permanent resident.' There are 'Accept' and 'Attached File' buttons. Below this, there is a 'Reject' section with a 'Reason for rejecting rejection' text box and 'Send' and 'Attach File' buttons. The browser window also shows a search bar and a list of dates on the right side.



Contesting Rejection

A complete rejection Message sends the explanation with documentation for review by auditors or regulators.

Allows the user to respond to the Auditor with digital files with proof.

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The navigation bar includes links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help.

Reminders

Statement #	Start Date	End Date	Due Date
1	3/10/13	5/10/13	5/17/13

Certification Deadline: 1/1/13
Primary Date: 9/1/13
Election Date: 11/3/13
Next Submission: 11/17/13

Sender: [Martha Washington](#) Recipient: [Campaign Agency](#) Response Deadline: 11/22/13

Send to: Deadline:

Notification

Unread Notification: 1
CFB Notification: 1

Subject: Rejected Matching DISPUTED

Related Name: [Charles Louis](#)

Charles Louis has provided proof of residence. See attached.

File: [Charles Louis green card.pdf](#)



Researching Contacts

Despite SOCS' automation features, sometimes Committee staff will still need to research individual donors and transactions. SOCS' powerful search features include:

- Full search on multiple criteria
- Quickly identify individual donors
- Generate lists of contributors who satisfy complex criteria.
- Display donors side-by-side to execute bulk actions
- Easily create letters or emails, merging contacts to avoid duplicates

The screenshot shows the SOCS website interface. At the top is a navigation bar with links: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. Below this is a search form with fields for First Name, Last Name, Street Address, Zip, Email, Phone Number, Trans Type, From (amount), to (amount), Vendors, Event, Keyword, and Intermediary. There is an 'Update Search' button. Below the search form are buttons for 'XML' and 'CSV'. The search results show '7 Matching Records' and a list of names: George Washington, Alexander Hamilton, Johnathan Hancock, Charles Adams, Samuel Adams, I, Adam Smith, and Johnathan Adams. The 'Samuel Adams, I' record is selected, and its details are shown in a tabbed view. The 'Personal Information' tab is active, showing Mr. Samuel Adams, I, with address 123 Main Ave. 7G, New York, NY 10001. The 'Employment Info' tab shows Employer: Self, Occupation: Brewer, and address 123 Main Ave. 7G, NY, New York, 10001. The 'Totals' section shows Contributions: \$170.00, In-Kind: \$100.00, Matched: \$70.00, Refunds: \$0.00, and Payments: \$500. The 'Transactions' tab is also visible, showing a table of transactions.

Type	Date	Amount	Match	Refund	Refund Date	Source	ID	Event
Contribution	1/4/13	\$20.00	\$20.00	\$0.00		Credit Card	1	RS L...
Contribution	2/7/13	\$50.00	\$50.00	\$0.00		Check	2	W Hotel
In-Kind	1/6/12	\$100.00	\$0.00	\$0.00			3	Phoneba...
Payment	3/9/12	\$500					4	



Search & Analytics

SOCS' search and reporting tools are useful for Committee Staff and the Public, but are of particular use to auditors.

- Bulk upload of donation data from spreadsheets for speedy analysis
- Programmatic “API” integration with leading accounting software such as Quickbooks Online
- Full suite of dynamic charts and generated reports
- Easy export to and integration with third-party “big data” fraud analysis tools

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Transactions

Totals

Income:	\$5780.00	Matchab:	\$4500.00	Balance:	\$8410.00
Expenses:	\$1570.00	Refunds:	\$300.00		

First name Last name Street Address Zip

Trans Type From: \$ to \$ Event Intermediary Keyword

Transaction ID Clear Update Search

Totals: -\$280.00 \$220.00 \$220.00 XML CSV

Type	Date	From	Amount	Match	Refund	Refund Date	Src	ID	Event	Docs
Contribution	1/4/13	John Hancock	\$20.00	\$20.00	\$0.00		Credit Card	1	RS L...	receipt.jpg
Contribution	2/7/13	Alex Hamilton	\$100.00	\$100.00	\$0.00		Check	2	W Hotel	GWreceipt.jpg
In-Kind	1/6/12	John Adams	\$100.00	\$100.00	\$0.00		Cash	3		Phoneba...
Payment	3/9/12	Samuel Adams	\$500				Cash	4		invoice.pdf; lease.jpg



Events Management

The SOCS Events dashboard lists previous fundraising events, when they were held, and the amount of money raised.

From here, users can add events or inspect previously-held events. Clicking on a previously-held event pops up a lightbox with more detailed information about the event. Users may also use the search box to sort through many events rapidly.

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The browser's address bar and navigation buttons are visible. Below the browser window is a navigation menu with the following tabs: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The 'Events' tab is currently selected. The main content area is titled 'Events' and includes a '+ Add Event' button and a search input field. Below these is a table listing fundraising events.

Name	Attendees	Raised	Date
RS Lounge	200	\$7000	1/2/12
W Hotel	74	\$3000	3/4/12
Rachel Sue's House	37		3/18/12



Creating Events

SOCS has a series of buttons at the bottom to allow for an Event to be created and Transactions to be added, or another Event to be created, in a single click.

The "+Add Transaction" will take the user to the Transaction Search where they can select a Transaction which took place at the event. Upon confirming, it will return them to this pop-up. Save and add another allows for rapid creation of multiple events.

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The browser's address bar and navigation buttons are visible. Below the address bar is a navigation menu with the following items: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The 'Events' item is highlighted. The main content area displays the 'Add Event' form, which includes the following fields and controls:

- Event Name:** A text input field.
- Event Date:** A date selection control with a calendar icon.
- Start Time:** A time input field.
- End Time:** A time input field.
- Venue Name:** A text input field.
- Venue Address:** A text input field.
- City:** A text input field.
- State:** A dropdown menu.
- Zip:** A text input field.
- Documents:** Two links: [+Add from Library](#) and [Upload](#).
- Notes:** A large text area for additional information.
- Buttons:** Four buttons at the bottom: 'Save + Add Transaction', 'Cancel', 'Save', and 'Save + Add Another'.



Examining Events

The "+Add Transaction" will take the user to the Transaction Search where they can select a Transaction which took place at the event. Upon confirming, it will return them to this pop-up.

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The navigation bar includes links for Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The "Events" link is highlighted.

The "Search" section contains input fields for First Name, Last Name, Street Address, and Zip. Below these are buttons for XML, CSV, delete, and edit, along with a close button (X).

The "Event Name" dropdown menu is set to "RS Lounge 1/2/12".

Event Details:

- Event Date: 1/2/12
- Start Time: 7:00 PM
- End Time: 10:00 PM
- Event Venue: RS Lounge
- Number of Attendees: 200
- Amount Raised: \$5,000
- Venue Address: 123 21st New York NY 10005

Documents:

- [Contract.jpg](#)
- [+Add from Library](#)
- [Upload](#)

Notes:

Transactions:

[+Add Transaction](#)

Name	Date	Host	Contribution	Date	type
Aaron Burr	1/4/12		\$36		check
John Hancock	1/4/12		\$36		credit card



Creating Reports

SOCS will generate reports based on pre-defined queries of the most common requests. Each of these queries can be adjusted to fit various parameters.


However, the long and complex reports list in other campaign management software is simplified by the introduction of the more robust Transaction and Contact search functions in SOCS.


The screenshot shows a web browser window with the address bar displaying `http://www.SOCSny.gov`. The browser's navigation bar includes back, forward, and home buttons. Below the address bar is a horizontal menu with the following items: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The 'Reports' item is currently selected. The main content area is titled 'Reports' and contains a 'Report Type' dropdown menu and a 'Submit' button. Below this is a horizontal line, followed by the text 'Report Results' and a large, empty rectangular box intended for displaying the report data.



New York State Board of E x

www.elections.ny.gov

 **SOCS**
State Open Campaign System

 **JOHN SMITH**
[Settings](#) [Logout](#)

Dashboard

Candidate

A Contacts

Transactions

Reports

Events

A Images

A Submission

Admin

Help

Totals

22,403
Income

21,388
Expenses

2,105
Matchable

3,339
Refunds

38,100
Balance

Search Transactions

Name

Last Name

Address

Zip Code

Transaction Type

From

\$

.00

to

\$

.00

Event

Intermediary

Keyword

Transaction ID

24

Tables

Download data:

Type	Date	From	Amount	Match	Refund	Refund Date	Source	ID	Event	Docs
Totals			\$30000	\$30000	\$200					
Contribution	1/4/2012	John Hancock	\$20	\$20	\$10	1/4/2012	Credit Card	2	RS L...	receipt.jpg
Contribution	1/4/2012	Joanna Hancock	\$20	\$20	\$0		Credit Card	3	RS L...	receipt.jpg
Contribution	1/4/2012	Martha Washington	\$20	\$20	\$0		Credit Card	4	RS L...	receipt.jpg
Contribution	1/4/2012	John Hancock	\$20	\$20	\$0		Check	5	RS L...	receipt.jpg



Online Receipts

Most campaigns are required to keep a paper receipts trail of expenditure for up to 5 years.

SOCS eliminates this onerous burden on former Committee staff, and improves oversight, by:

- Supporting attachment of pictures of receipts to each expense item at the time of entry.
- Programmatic “API” integration with leading online expense tracking software like Expensify.

The screenshot displays the SOCS web application interface for tracking expenses. The browser address bar shows <http://www.SOCS.ny.gov>. The navigation menu includes: Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The main content area has tabs for 'Unverified' and 'All'. Below these are buttons for 'Verify + Create Transaction' and 'Verify + Add to Transaction', along with '< Previous' and 'Next >' navigation buttons. The 'Upload Date' is set to 3/5/12. The form includes fields for 'First Name/ Vendor Name', 'Last Name', 'Address', 'City', 'State', and 'Zip'. There are also dropdowns for 'Trans Type' and 'Event', and input fields for 'Amount' and 'ID'. A 'Document Date' field with a calendar icon is present. A 'Notes' section with a text area is at the bottom. On the right, a preview of an invoice is shown. The invoice is from 'BOBA FETT' and is dated 3/5/12. It lists items such as 'Listed Bounty', 'Service Fee', 'Carbonite authentic display', 'Shipping and Handling', and 'Insurance', with a total amount of \$7,250,000.

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Unverified All

Verify + Create Transaction

Verify + Add to Transaction

< Previous Next >

Upload Date: 3/5/12

First Name/ Vendor Name Last Name

Address

City State Zip

Trans Type Amount ID

Document Date: / /

Event

Notes:

INVOICE

BOBA FETT

INVOICE NO: 512-3
DATE: 3/5/12

FROM: Boba Fett
Slave 1
Mobile Number: 0067137

TO: Jabba's Palace
c/o: JABBA DESILIJIC SLAVE
Western Dune Sea, Tatooine

JOB NO: 1 HG-200

DESCRIPTION:
Tracked and captured Han Solo (alive) and delivered
Solo successful in exchange to Jabba the Hutt.

FEES:

Listed Bounty	7,100,000
Service Fee	75,000
Carbonite authentic display (w/ wall hanger)	750,000
Shipping and Handling	715,000
Insurance, Jetpack fuel, etc	710,000

DATE DUE: 3/5/12

AMOUNT DUE: 7,250,000

© THANK YOU FOR YOUR BUSINESS



Paperless Smart Forms

Most campaigns are required to keep a paper receipts trail of expenditure for up to 5 years.

SOCS eliminates this onerous burden on former Committee staff, and improves oversight, by:

- Supporting attachment of pictures of receipts to each expense item at the time of entry.
- Programmatic “API” integration with leading online expense tracking software like Expensify.

http://www.S

Home Candidate Contacts Transactions Images

Unverified All

Verify + Create Transaction

Verify + Add to Transaction

Upload Date: 3/5/12

First Name/ Vendor Name Last Name

Address

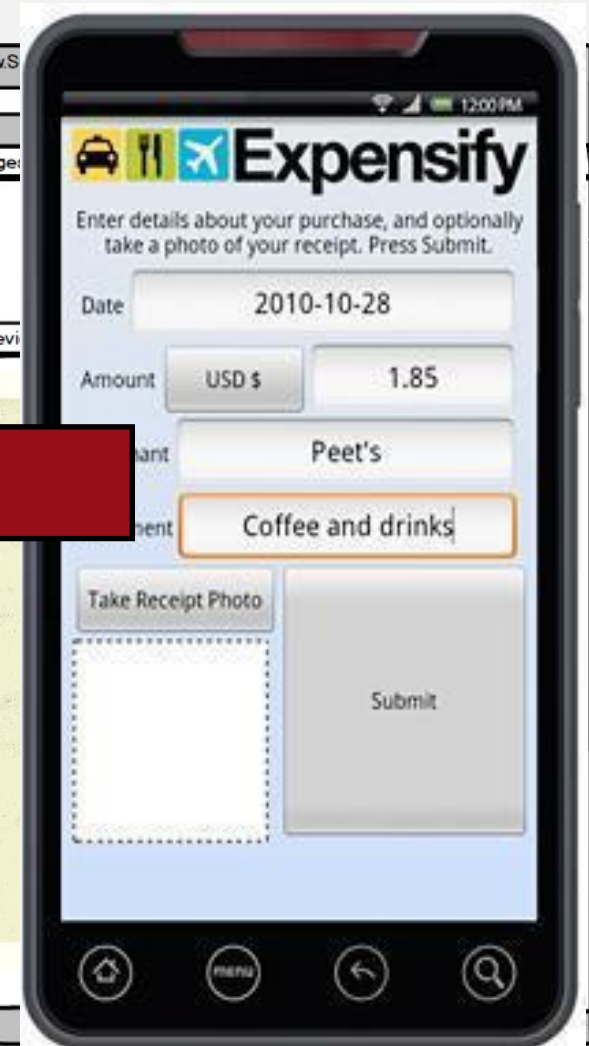
City State Zip

Trans Type Amount ID

Document Date: / /

Event

Notes:





Digital Receipt Management

This is the "Images" page. It displays a list of all of the images of receipts for expenditures currently sitting in the system.

Some are verified, others are queued from scanning or mobile upload for verification. In this view, the "All" tab is selected.

Contacts and Amounts are automatically read

Clicking on an image brings up a pop-up for a Transaction Search.

The screenshot shows the SOCS Images page at <http://www.SOCS.ny.gov>. The navigation bar includes Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The 'Images' tab is selected. Below the navigation bar, there are tabs for 'Unverified' and 'All', with 'All' being the active tab. A search section includes dropdowns for 'Vendor' and 'Event', date pickers for 'Invoice Date' and 'From', and an 'Update Search' button. The main content area displays a table of transactions. The table has columns for Upload Date, Transaction Date, Contact, Amount, Event, ID, and Documents. Three transactions are listed: Sam Adams Brewery (\$500), RS Lounge (\$300), and Boba Fett (\$250). Two callouts are present: one pointing to the Boba Fett row stating 'This is an unverified Transaction and the row should be red.' and another pointing to the Amount and Event columns stating 'The values are unlinkd because they are unverified and are text OCRd from the invoice.'

Upload Date	Transaction Date	Contact	Amount	Event	ID	Documents
1/2/12	1/2/12	Sam Adams Brewery	\$500		5	receipt.pdf, invoice2.jpg
3/7/12	3/2/12	RS Lounge	\$300	RS Lounge	12	Invoice.pdf, contract.pdf
7/8/12	7/1/12	Boba Fett	\$250			photo_07_08_12.img



Digital Receipts

Clicking on an image brings up a pop-up for a Transaction Search. Even if an image is already verified, this view is available.

Here, OCR'd data is displayed to the left of the image for manual verification and possible editing.

From this screen, workflow exists to add this document to an Event, a previous Transaction, or a new Transaction.

Auto-suggest in the data entry fields help prevent the creation of duplicate records

http://www.SOCS.ny.gov

← → X ↶

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

[edit](#)

Upload Date: 3/5/12

Vendor Name: [Boba Fett](#)

Vendor Address:

Slave 1
Mobile HoloNet Node 0671737

Amount: \$7,250,000 Invoice Number: 512-3

Invoice Date: 39-5-23

Event: Jabba's Feast

Notes:

Totally worth it.

BOBA FETT
Over 20 years experienced

Invoice

INVOICE NO: 512-3
DATE: 39-05-23

FROM: Boba Fett
Slave 1
Mobile HoloNet Node 0671737

TO: Jabba's Palace
c/o: Jabba Desilijic Tiure
Western Dune Sea, Tatooine

JOB NO: 1 HS-300

DESCRIPTION:
Tracked and captured Han Solo (alive) and delivered
Solo secured in vaults to Jabba the Hutt.

FEES:

Listed Bounty.....	7100,000
Service Fee.....	75,000
Casualty authentic display (w/ wall hanger).....	750,000
Shipping and Handling.....	715,000
Insurance, jetpack fuel, etc.....	710,000

DATE DUE: 39-05-23

AMOUNT DUE: 7250,000

© THANK YOU FOR YOUR BUSINESS ©



Connect Receipts to Transactions

Clicking on the "Add Transaction" to virtually any other piece of content will bring up a pop-up screen with the Transaction Search tool.

Intuitive workflows make it easy to add this image to any existing transaction by using advanced search on multiple fields.

http://www.SOCSny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Unverified All

Verify Verify + Add to Transaction < >

Upload Date: 3/5/12

Add an Image to a Transaction [X]

First Name/Vendor Name Last Name Street Address Zip

Trans Type ▼ From: \$ to \$ Event ▼ Intermediary ▼ Keyword

Transaction ID Update Search

Type ▼	Date	Contact	Amount ▲	Match ▼	Refund	Refund Date	Src	ID	Event ▼	Add
Contribution	1/4/13	John Hancock	\$20.00	\$20.00	\$0.00		Credit Card	1	RS L...	<input type="checkbox"/>
Contribution	2/7/13	Alex Hamilton	\$50.00	\$50.00	\$0.00		Check	2	W Hotel	<input type="checkbox"/>
In-Kind	1/6/12	John Adams	\$100.00	\$0.00	\$0.00		Cash	3	Phoneba...	<input type="checkbox"/>
Payment	3/9/12	Sam Adams Brewery	\$500				Cash	4		<input type="checkbox"/>
Refund	2/3/12	Martha Washington			\$100	2/3/12	Check	5		<input type="checkbox"/>

Save



Recording Transactions

Creating transactions is easy with SOCS, even if users are not importing bulk data via spreadsheets.

Auto-suggest in the data entry fields help prevent the creation of duplicate records, and saves time.

The screenshot shows a web browser window with the URL <http://www.SOCS.ny.gov>. The navigation bar includes links for Home, Candidate, Contacts, Transactions, Images, Events, Reports, Submission, Admin, and Help. The main content area is titled 'Search' and contains a form for recording transactions. The form includes fields for First Name, Last Name, Street Address, and Zip. Below these is a section for 'Mr. Samuel Adams, I' with a close button. The 'Transaction Type' is set to 'Bill/Payment'. The 'Bill Info' section includes fields for *Invoice Date (with a calendar icon), *Amount, *Purpose Code, and Explanation. There are checkboxes for 'Segregated' and 'Runoff/Rerun'. Below this are dropdown menus for *Committee (showing 'Committee Name') and Event (showing 'Event Name'). There are also fields for Exempt Code and Vendor Code. A 'Documents' section includes links for 'Invoice.pdf', 'Invoice2.jpg', '+Add From library', and '+Upload'. A 'Notes' section has a large text area. At the bottom, there is an 'Add:' dropdown and three buttons: 'Cancel', 'Save Bill', and 'Save Bill and add another'.



No More Paper

Transactions page shows the totals for the campaign from inception to date.

The advanced search function is exposed to filter and sort tables of Transactions.

A sortable table is available with totals for the columns, allowing quick reference to the totals involved in a specific search.

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Transactions

Totals

Income:	\$5780.00	Matchab:	\$4500.00	Balance:	\$8410.00
Expenses:	\$1570.00	Refunds:	\$300.00		

First name Last name Street Address Zip

Trans Type From: \$ to \$ Event Intermediary Keyword

Transaction ID Clear Update Search

Totals: -\$280.00 \$220.00 \$220.00 XML CSV

Type	Date	From	Amount	Match	Refund	Refund Date	Src	ID	Event	Docs
Contribution	1/4/13	John Hancock	\$20.00	\$20.00	\$0.00		Credit Card	1	RS L...	receipt.jpg
Contribution	2/7/13	Alex Hamilton	\$100.00	\$100.00	\$0.00		Check	2	W Hotel	GWreceipt.jpg
In-Kind	1/6/12	John Adams	\$100.00	\$100.00	\$0.00		Cash	3		Phoneba...
Payment	3/9/12	Samuel Adams	\$500				Cash	4		invoice.pdf; lease.jpg



Importing Transactions

SOCS makes bulk importing of data from spreadsheets easy.

Upload a spreadsheet, select the type of data from the menu (for example, Contact Data), and match your columns to the data SOCS data fields.

By removing the need for staffers to manually enter contacts, clerical errors can be almost completely prevented.

http://www.SOCS.ny.gov

Home Candidate Contacts Transactions Images Events Reports Submission Admin Help

Import

Data Type: Contact Data

Indicate the Letter to which each columns should be matched:

First Name: A	Employer: K
Last Name: B	Employer Address: L
Address: C	Employer Apt: M
Apt: D	Employer State: N
State: E	Employer Zip: O
Zip: F	Employer Phone: P
Phone Number: G	Employer Email: Q
Phone Number 2: H	
Email: I	
Email 2: J	

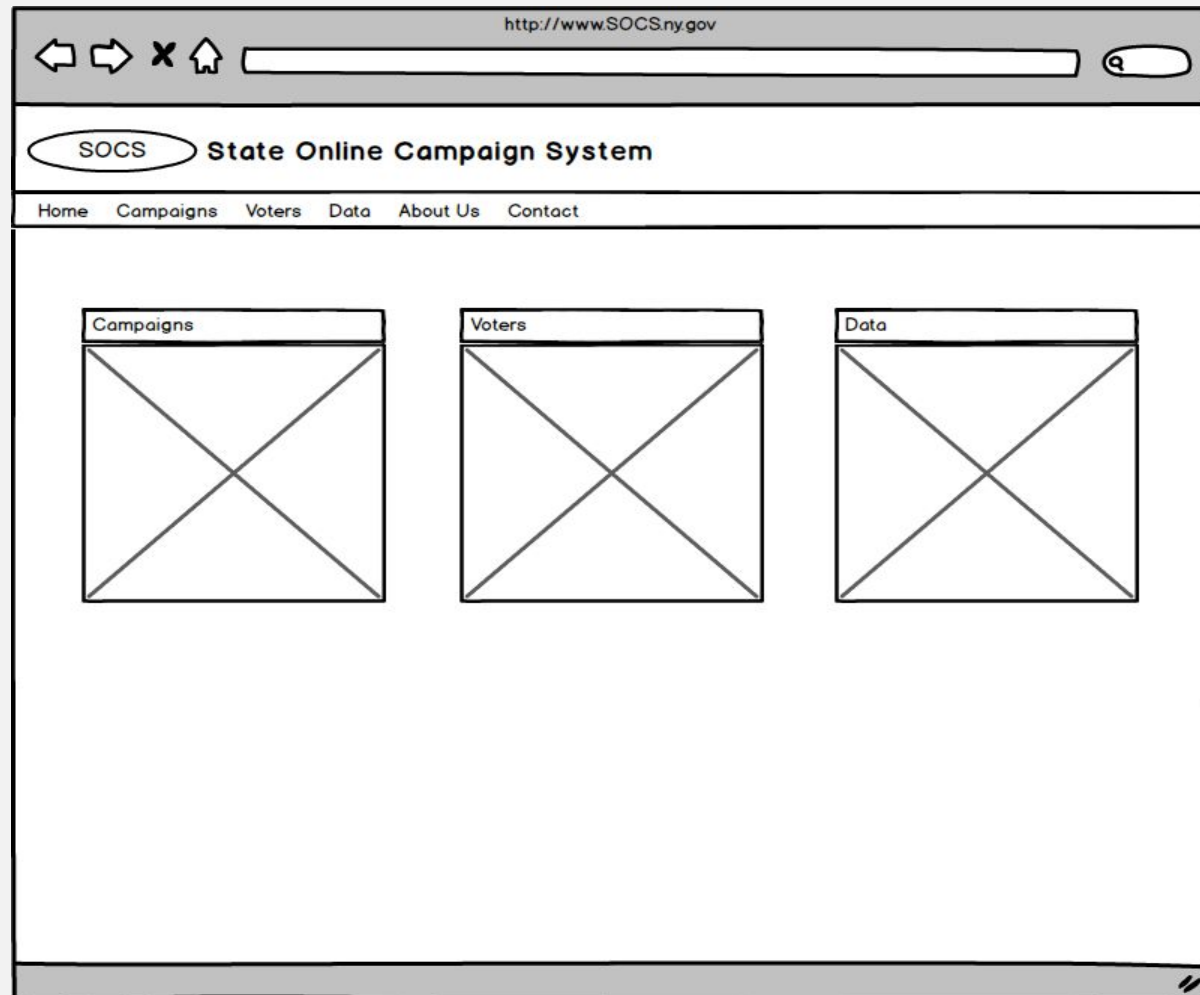
First Name	Last Name	Address	Apt	State	Zip	Telephone Number
Letter	Letter	Letter	Letter	Letter	Letter	Letter

Upload



Public Facing Home

SOCS is for more than just campaigns and state regulators. Good government groups can take advantage of the powerful transparency dashboard for members of the public.





Data Quicksearch

For example:

- search across multiple election cycles
- filter by transaction type, contributor type
- display Company or Committee name and
- sort by Transaction Amounts.

[illegible]



Data Quicksearch

Summaries display contributions by type:

- Monetary
- In-kind
- Refunds of contributions
- Advances
- Transfers from parties

The summary also displays totals for loans, liabilities, public and private fund receives

http://www.SOCS.ny.gov

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Candidate Summary

[home](#) > [data](#) > [quicksearch](#) > [Candidate Summary](#)

Click any link to see transaction details. View by disclosure statement:

Receipts		Disbursements	
Monetary Contributions	\$85,681	Expenditure Payments	\$45,420
In-Kind Contributions	\$0	Expenditure Refunds	\$0
Contribution Refunds	(\$180)	Transfers Out	(\$0)
Outstanding Advances	\$189	In-Kind Contributions	\$0
Transfers in (Party Committee)	\$0		
Net Contributions	\$85,681	Net Expenditures	\$45,420
Other Receipts	\$0	Loan Repayments	\$0
Transfers in (Candidates prev Cmte)	\$0	Liabilities/Loans Forgiven	\$0
Miscellaneous Receipts	\$0	Loans Paid	\$0
Loans Received	\$100,000	Outstanding Liabilities	\$189
Total Private Funds	\$185,690	Campaign Spending	\$45,609
Total Public Funds	\$100,000	Public Funds Returned	\$0
Total Receipts	\$185,690	Total Disbursements	\$45,609

Estimated Balance: **\$140,081**
Calculated by subtracting total disbursements from total receipts, may not reflect actual cash on hand.

Contribution Analysis

Number of Contributors	320	Contributions from NYC Residents	\$75,306
Average Contribution Size	\$268	Contributions outside of NYC	\$10,384
Number of Intermediaries	0		
Contributions Intermediated	\$0	Matching Claims	\$24,806



[←](#) [→](#) [X](#) [🏠](#)

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Candidate Summary

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Click any link to see transaction details. View by disclosure statement:

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Miscellaneous Receipts	\$0
Loans Received	\$100,000
Total Private Funds	\$185,690
Total Public Funds	\$100,000
Total Receipts	\$185,690

Disbursements

Expenditure Payments	\$45,420
Expenditure Refunds	\$0
Transfers Out	(\$0)
In-Kind Contributions	\$0
Net Expenditures	\$45,420
Loan Repayments	\$0
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Contribution Data

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Contributions Expenditures Intermediaries Schedules

Select Filters

General Options

Select Election Cycle(s)

Select Office(s)

Select Candidate(s)

Amount

Names and Addresses

Filter By Name(s)

Clear All

Search

Map It

Applied Filters

x2009: Citywide

x2005: Citywide

x1991: City Council (All)

xAll Offices

xGeorge Washington

xThomas Jefferson

x\$100 < x < \$200

Totals: Records: 700 Amount: \$200,00

Tools

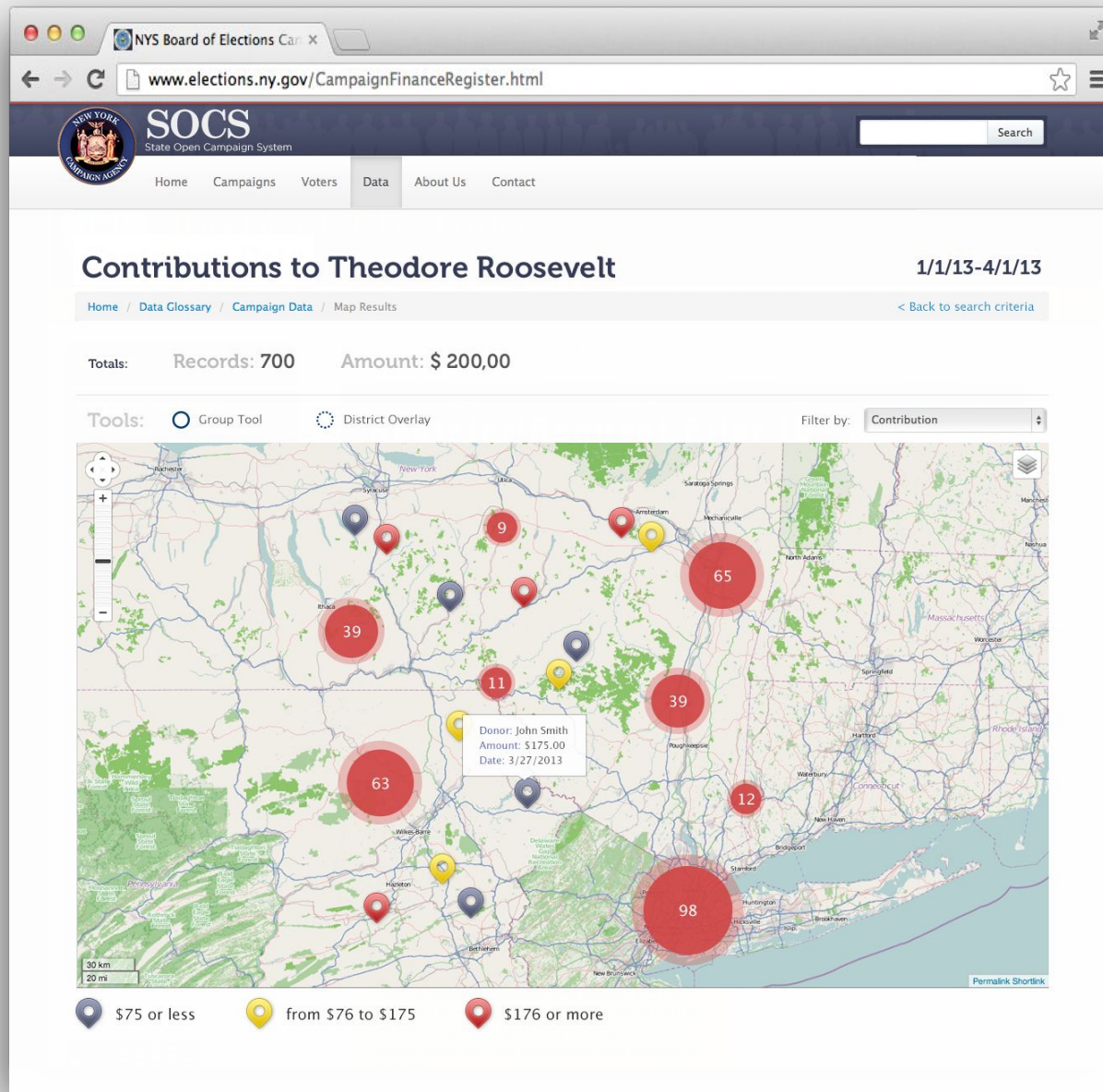
Group tool

District Overlay

Make arrow size relative to Contribution

Zoom In

Zoom Out





Mapping Contributions Pop-Up

← → ✕ ↗

🔍

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Expenditure Data

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Contributions

Expenditures

Intermediaries

Schedules

Select Filters

General Options

- ☒ Select Election Cycle(s)
- ☒ Select Office(s)
- ☒ Select Candidate(s)
- ☒ Amount

Names and Addresses

- ☒ Filter By Name(s)

Clear All

Search

Map It

Applied Filters

[x2009 Citywide](#)

[x2005 Citywide](#)

[x1991 City Council \(All\)](#)

[xAll Offices](#)

[xGeorge Washington](#)

[xThomas Jefferson](#)

[x\\$100 < x < \\$200](#)

Totals: Records: 700 Amount: \$200.00

Tools

Group tool ☐

District Overlay ☐

Make arrow size relative to

Contribution ▼

Zoom In
•
•
•
☒
•
•
Zoom Out

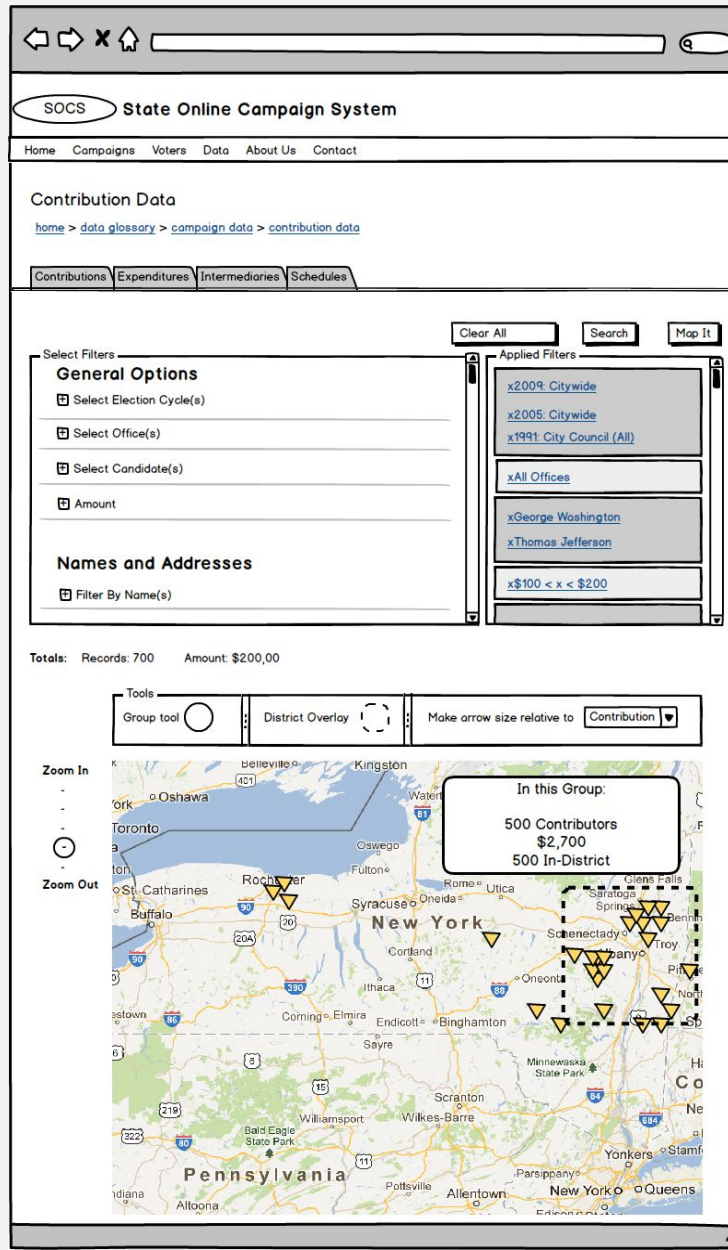
First Name	Last Name	MI	Address Line 1	City	State	Zip	<input type="checkbox"/> In District
Occupation Employer							
Employer Address	City	State	Zip	<input type="checkbox"/> Doing Business			

Totals

Contributions: \$1,000	In-Kind: \$0	Matchable: \$0	Refunds: \$0	Payments: \$0
------------------------	--------------	----------------	--------------	---------------

Type	Date	Amount	Match	Refund	Refund Date	Source	ID	Event
Contribution	1/3/13	\$1000	\$0	\$0		Check	2435	

< 1 2 3 >





[←](#) [→](#) [X](#) [↑](#)

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Candidate Name

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George Washington

Running for: President

District: National

Donate

f

t

In

Candidate Bio

Nice little story about the candidate goes here. ipsum lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

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Post 1. Ipsum Lorem ipsum dolor sit amet, consectetur adipisicing

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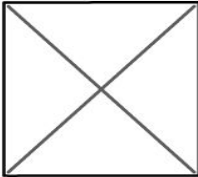
http://www.SOCS.ny.gov

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Candidate Name Donate

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George Washington

Running for: President

District: National

[Candidate Profile](#)

[f](#) [t](#) [in](#)

\$

Credit Card Number CVC Exp: / /

Billing Address Apt

Billing Address Line 2

City State Zip ☐ I vote here

To comply with Campaign Agency reporting and requirements, please

Employer

Occupation

Billing Business Address Apt

City State Zip

Are you an owner, principal officer, or senior manager of an entity or firm that presently does business with the City?
[See definition.](#)

☐ Yes

I understand that the state law requires that a contribution be in my name and be from my own funds. I hereby affirm that this contribution is being made from my personal funds, is not being reimbursed in any manner, and is not being made as a loan.

☐ I agree

[Submit](#)



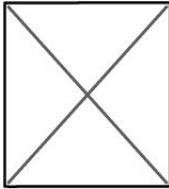
[←](#) [→](#) [X](#) [↑](#)

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Candidate Name Donate

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George Washington

Running for: President

District: National

[Candidate Profile](#)

[f](#) [t](#) [ln](#)

Exp:

☐ I vote here

To comply with Campaign Agency reporting and requirements, please

Are you an owner, principal officer, or senior manager of an entity or firm that presently does business with the City?
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