
Lunch and Learn: Trouble Shooting Common Problems

*Candidacy and Campaign Finance
Division*

Allen Norfleet, Director

Erin Dennis, Deputy Director

*Kevin Gillogly, Public Finance
Program Manager*



MARYLAND STATE
BOARD OF ELECTIONS
Verified. Open. Trusted. Empowering.

Presented on November 17, 2025

Welcome to Lunch and Learn

- A service provided by the MD State Board of Elections (SBE) and the Division of Candidacy and Campaign Finance (CCF) to assist candidates, their advocates and the citizens of Maryland on how to operate as a public finance (PF) candidate.
 - Twice monthly program
 - Understand the rules of PF and how they differ from a traditional / regular candidate committee.
 - Understand the mechanics of reporting your transactions into MD Campaign Reporting Information System (CRIS).

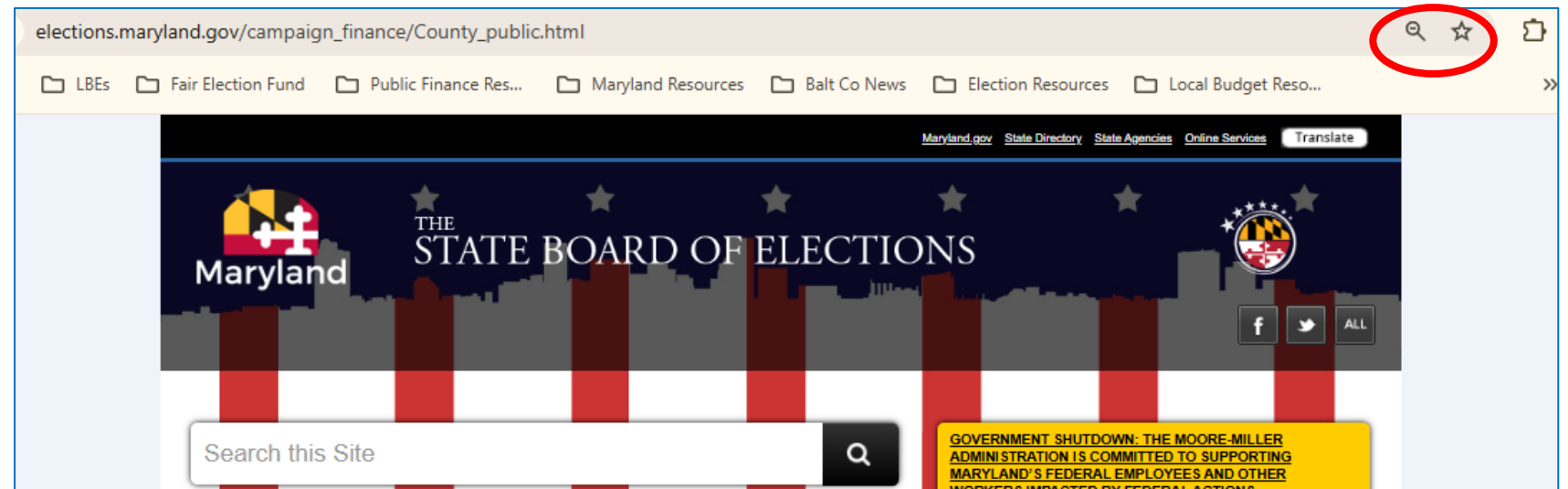
MD SBE is Multiple Websites

- The Main Page
 - Business Contribution Disclosure System (BCDS)
 - Campaign Reporting Information System (CRIS)
 - Election History & Voter Registration Information



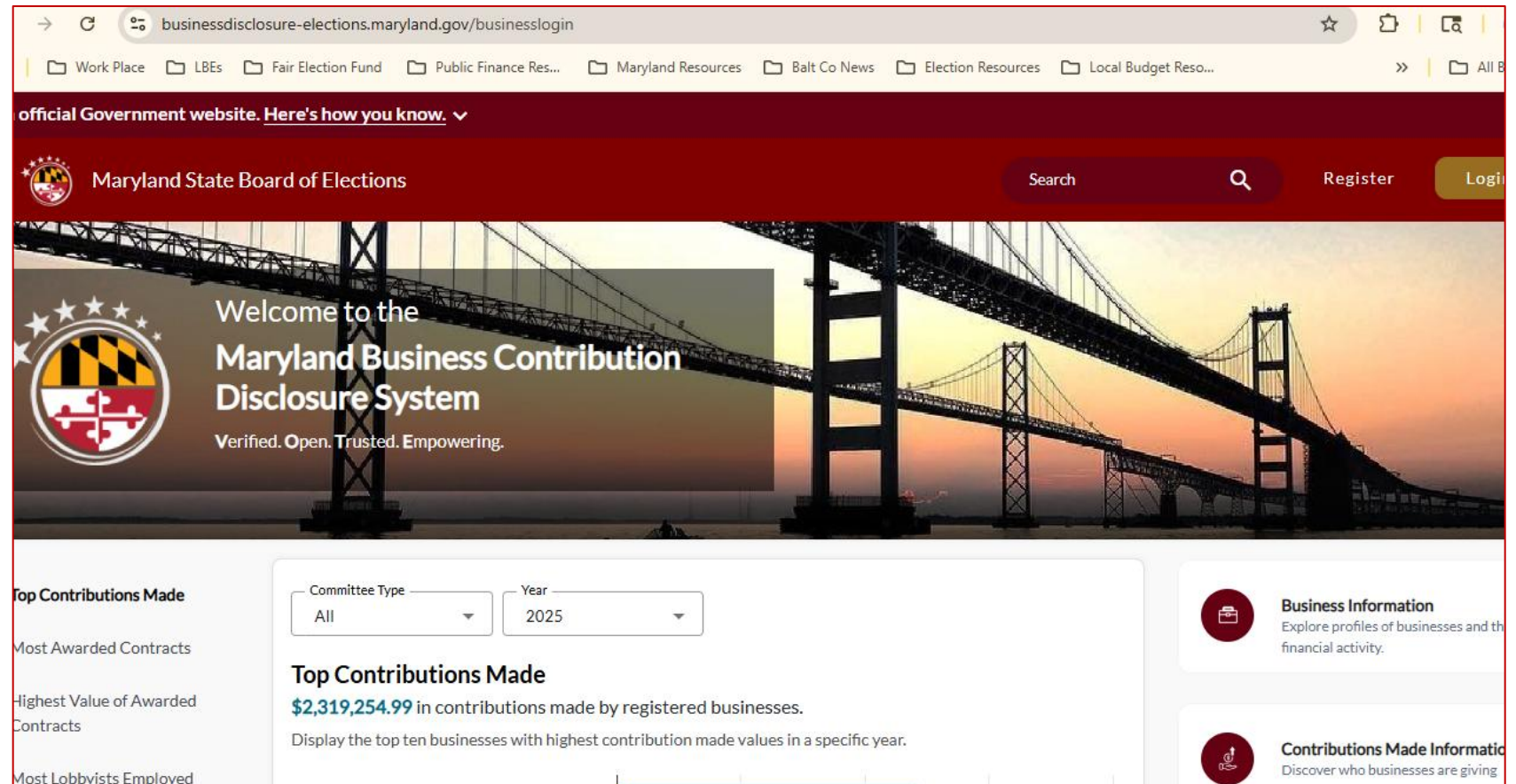
Continue to Bookmark This Landing Page

- In your browser
- Refer back to it often.



Not only will there be a new MD CRIS but a new website for SBE.
Goodbye barbershop poll.

What's Happening at MD SBE



New Business Contribution Disclosure System
(went live Mon Nov. 10)

What's Happening at MD SBE



New Campaign Reporting Information System
(will go live Mon Dec. 8)

Latest Public Finance (PF) News

- 44 candidates have filed for PF
- 3 candidates have already qualified
 - Howard (1) & Montgomery (2)
- 6 candidates are having their initial matching fund report being reviewed. Most ever in a single 2-week period.
- Several more are close to filing their initial matching fund report.

Upcoming Schedule

Mon Sep. 29	Noon	Bulk Uploads, Recording & Linking Receipts
Mon Oct. 20	Noon	Submitting My Initial Matching Fund Report
Mon Nov. 17	Noon	Troubleshooting Common PF Issues
Mon Dec 1	Noon	Saying Goodbye to MD CRIS
Mon Dec. 15	Noon	Welcome to the new MD CRIS
Mon Jan. 5	Noon	New MD CRIS: How to Add / Amend Transaction
Mon Jan. 19	Noon	Handling Your 1 st Required Report

Matching Fund Report (MFR) Schedule

- Can file on either MFR date or a statutory date.
- Different deadlines



Maryland State Board of Elections Matching Funds Reporting Schedule

Notes	Report	Due Date	Transaction Beginning Date	Transaction Ending Date
	Matching Fund (Optional)	01/06/2026	One Day After Your Last Campaign Finance Report Submission	01/05/2026
State Law	2026 Annual Report (Required)	01/21/2026	One Day After Your Last Campaign Finance Report Submission	1/14/2026
	Matching Fund (Optional)	02/03/2026	1/15/2026	02/02/2026
	Matching Fund (Optional)	02/17/2026	One Day After Your Last Campaign Finance Report Submission	02/16/2026
State Deadline	Last Day to File a Statement of Organization	02/24/2026		
	Matching Fund (Optional)	03/03/2026	One Day After Your Last Campaign Finance Report Submission	03/02/2026
	Matching Fund (Optional)	03/17/2026	One Day After Your Last Campaign Finance Report Submission	03/16/2026
	Matching Fund (Optional)	04/07/2026	One Day After Your Last Campaign Finance Report Submission	04/06/2026
	Matching Fund (Optional)	04/21/2026	One Day After Your Last Campaign Finance Report Submission	04/20/2026
	Matching Fund (Optional)	05/05/2026	One Day After Your Last Campaign Finance Report Submission	05/04/2026

What We Will Cover Today

- Four Things to Learn
 - Getting Ready for new MD CRIS
 - Why You Should Enter your transactions now
 - What Will Happen During The Transition
 - Common Things Candidate Committees Miss

1. Getting Ready for the new MD CRIS

- Switch over is the first weekend in December.
- Any transactions that are entered into the current MD CRIS will migrate over.
- About 40% of you have entered transactions.

2. Why You Should Enter Your Transactions Now

- Avoids a backlog of your transactions.
- Can review your entries to avoid errors.
- Entries will not be public and will not trigger a report being filed.

3. What Will Happen During the Transition

- During the weekend of Dec. 6 & 7 will be the transition
 - Will alert you to the status
- If you are close to filing – Tues. Dec. 2nd MFR date, then call me.

3. What Will Happen During the Transition

- If you do file on Tues. Dec. 2nd MFR date, we have a very short window to get everything done.
- Could be good. Could be stuck in limbo.
- Filing in mid-December will get you the public matching funds prior to the January Annual Report.

4. Common Things Candidates Have Missed During the Initial MFR submission

- Using a contribution card / receipt without the proper attestations.
 - Personal funds
 - County resident

4. Common Things Candidates Have Missed During the Initial MFR submission

- Not accounting for payment processing fees
 - Doesn't need to be individual
 - Monthly, Weekly Summary

4. Common Things Candidates Have Missed During the Initial MFR submission

7/23/2025	Payor	354 Oyster Point Boulevard, South	Other Expenses	\$5.25	\$500.00	Fees Receipt	Yes
7/13/2025	Stripe Inc.	San Francisco, California 94080	Other Expenses	\$2,055.27	\$500.00	66324 - Stripe Payout 7/13/25 Receipt	Yes
7/14/2025	Stripe Inc.	San Francisco, California 94080	Other Expenses	\$66.38	\$500.00	66325 - Stripe Payout 7/14/25	Yes
7/15/2025	Stripe Inc.	San Francisco, California 94080	Other Expenses	\$417.68	\$500.00	66326 - Stripe Payout 7/15/25	Yes
7/16/2025	Stripe Inc.	San Francisco, California 94080	Other Expenses	\$36.30	\$500.00	66327 - Stripe Payout 7/17/25	Yes
7/17/2025	Stripe Inc.	San Francisco, California 94080	Other Expenses	\$67.92	\$500.00	66328 - Stripe Payout 7/18/25 receipt	Yes
7/20/2025	Stripe Inc.	San Francisco, California 94080	Other Expenses	\$62.91	\$500.00	66329 - Stripe Payout 7/20/25 receipt	Yes
7/21/2025	Stripe Inc.	San Francisco, California 94080	Other Expenses	\$84.31	\$500.00	66330 - Stripe Payout 7/21/25 receipt	Yes
7/22/2025	Stripe Inc.	San Francisco, California 94080	Other Expenses	\$341.05	\$500.00	66331 - Stripe Payout 7/22/25 receipt	Yes
		354 Oyster Point Boulevard, South					

4. Common Things Candidates Have Missed During the Initial MFR submission

Type	Gross	Fees	Net	First	Last	Date	ID
Payment	\$25.00	\$0.82	\$24.18			8/19/2025	py_1Ry1yIRg4WsnY0hMBt8ja4eW
Payment	\$50.00	\$1.63	\$48.37			8/19/2025	py_1Ry0bmRg4WsnY0hMBaFev3Ld
Payment	\$100.00	\$3.25	\$96.75			8/19/2025	py_1Ry0VzRg4WsnY0hMwEKcCQXf
Payment	\$10.00	\$0.33	\$9.67			8/19/2025	py_1Ry0TqRg4WsnY0hM4wjeanJ4
Payment	\$10.00	\$0.33	\$9.67			8/19/2025	py_1Ry0TIRg4WsnY0hMx8kxZags
Payment	\$50.00	\$1.63	\$48.37			8/19/2025	py_1Ry0FiRg4WsnY0hMq4hyusDH
Payment	\$25.00	\$0.82	\$24.18			8/19/2025	py_1RxzsgRg4WsnY0hMjc8M9nfS
Payment	\$50.00	\$1.63	\$48.37			8/19/2025	py_1RxyzXRg4WsnY0hMMznQ1qdo
Payment	\$5.00	\$0.17	\$4.83			8/19/2025	py_1RxyxGRg4WsnY0hMggefDFKj
Payment	\$100.00	\$3.25	\$96.75			8/19/2025	py_1RxyikRg4WsnY0hMKTOhpveO
Payment	\$25.00	\$0.82	\$24.18			8/19/2025	py_1RxyiERg4WsnY0hMBh4jvidx
Payment	\$10.00	\$0.33	\$9.67			8/19/2025	py_1RxyU8Rg4WsnY0hM3gSw3Eb7
Payment	\$100.00	\$3.25	\$96.75			8/19/2025	py_1RxxKZRg4WsnY0hMIJQKjeVX
Payment	\$100.00	\$3.25	\$96.75			8/19/2025	py_1RxxINRg4WsnY0hMLg5EjEOI
Payment	\$100.00	\$3.25	\$96.75			8/19/2025	py_1RxvMmRg4WsnY0hMRbN234UA
Payment	\$150.00	\$4.88	\$145.12			8/19/2025	py_1Rxv0IRg4WsnY0hMriZLNNsm
Payment	\$500.00	\$16.25	\$483.75			8/20/2025	py_1RyNJfRg4WsnY0hMHygfzAbt
Payment	\$50.00	\$1.63	\$48.37			8/20/2025	py_1RyNIhRg4WsnY0hMmCh9V20H
Payment	\$50.00	\$1.63	\$48.37			8/20/2025	py_1RyKsaRg4WsnY0hM2DVe7W1h
Payment	\$50.00	\$1.63	\$48.37			8/20/2025	py_1RyKrNRg4WsnY0hMzzO0I9gu
Payment	\$50.00	\$1.63	\$48.37			8/20/2025	py_1RvKqQRg4WsnY0hMvwV/mPLcL

4. Common Things Candidates Have Missed During the Initial MFR submission

- Having a party?
- But no expenses?!?!?

4. Common Things Candidates Have Missed During the Initial MFR submission



4. Common Things Candidates Have Missed During the Initial MFR submission

- In-kind donations vs contributions
 - Limit is still your county passed limit (\$500, \$300 or \$250)

4. Common Things Candidates Have Missed During the Initial MFR submission

- Loans should have a receipt.
- Does not have to be detailed.

4. Common Things Candidates Have Missed During the Initial MFR submission

Candidate loan
CONTRIBUTION CARD – [redacted] County Council
(The contributor should complete and review the card in its entirety.)

Committee Use Only
Transaction ID: _____

Public Financing Committee Name: [redacted]

Contribution Type: ☒ Check ☐ Cash ☐ Credit Card Amount \$: 6000 (\$300 max.)

Contributor Name: [redacted]

Home Address: 38 [redacted]

City/State/Zip: El [redacted]

County of Residence: [redacted]

Telephone: _____ Email: _____

[redacted] For residents of Howard County, Maryland: I certify that I am a resident of Howard County, Maryland.

Attestation:
By signing my name below, I hereby certify the following:

- I understand that State law and County regulations requires that a contribution be in my



 [redacted] sent you a Zelle® payment

Payment To Account x5398.

You received
Amount: \$3,000
Note: Initial loan
Date: 06/26/2020
Transaction ID: COFZ2LEWZB8V

The money will be in your account shortly — typically in minutes. For more information on how to send and receive money with people you know and trust, visit PNC.com/Zelle.

Thank you for banking with PNC Bank.

About this email:

Please do not reply to this email. This mailbox is not monitored.

Questions

Future Lunch and Learns

- Mon. Dec. 4th, Noon. Saying Goodbye to MD CRIS
- Mon. Dec. 18th, Noon. Welcome to the New MD CRIS

CCF Staff Directory

Allen Norfleet, Director Candidacy & Campaign Finance (CCF)

Allen.Norfleet@Maryland.gov

Erin W. Dennis, Deputy Director CCF

Erin.Dennis@Maryland.gov

Kevin Gillogly, Public Finance Program Manager

Kevin.Gillogly@Maryland.gov