



PROGRAM AT A GLANCE

To receive public matching funds, candidates must meet the eligibility criteria, be certified by the New York State Board of Elections (NYSBOE) Public Campaign Finance Board (PCFB) and comply with all program requirements. See the steps below and the information in this guide for a brief overview of how candidates running for the **New York State Assembly** can become participants in the Program and qualify for public matching funds.

- 1. Run for New York State Assembly** – The Public Campaign Finance Program is only available to candidates running for one of the following offices in New York State: Governor, Lieutenant Governor, Attorney General, Comptroller, State Senate, and State Assembly.
- 2. Register a Committee** – Candidates **must** register a new authorized committee (Type 1P) by submitting a Committee Registration Form (PCF-21) to NYSBOE. Once a committee is registered, PCFB will send a welcome packet to the candidate and treasurer that includes the program overview and an eligibility checklist. The Committee Registration Form (PCF-21) and the Program Application/Certification Form (PCF-22) can be found on our website at <https://pcfb.ny.gov/>.

If a candidate has an existing committee open for the same office, it must be terminated. Candidates are only allowed to have one committee open per elective office sought. If the existing committee remains open, any funds raised into it will not be eligible for match and the candidate will be unable to participate in the program until said committee is terminated.

The PCFB will assist committees during the transition period of closing one committee and opening a new committee.

- 3. Submit an Application/Certification** – After a candidate has registered a new authorized committee (Type 1P), the candidate and treasurer must complete an Application/Certification Form (PCF-22). This should be submitted as early as possible and can be submitted with the committee registration form. The deadline for the Application/Certification to be received is February 23, 2026. Don't wait!
- 4. Set up your Electronic Fund Transfer account** – After a candidate is certified in the program, the treasurer must submit a substitute W-9 form to the PCFB. The PCFB will set up an account with the Statewide Financial System for payment. The treasurer is responsible for setting up electronic fund transfer as soon as possible.
- 5. Hit Fundraising Thresholds and Abide by Contribution Limits** – In order to qualify for receipt of public matching funds, candidates running for New York State Assembly must raise a minimum of \$6,000 and receive at least 75 matchable contributions from in-district residents, in an aggregate amount of \$5-\$250. For lower-income State Assembly Districts (below the state median), the minimum amount to be raised is reduced to \$4,000. Contribution limits were lowered on an across-the-board basis effective November 9, 2022. (See "Contribution Limits" under "Limits & Thresholds for New York State Assembly.")



-
- 6. Complete Mandatory Training** – Candidates and treasurers must attend certain mandatory PCFB trainings to familiarize themselves with the requirements of the Program. Announcements and dates for training registration will be posted on the PCFB website.

 - 7. Meet Election Requirements** - In order to qualify for public matching funds, candidates must qualify to appear on the ballot and participate in a competitive election opposed by another candidate (not including write-ins). There is an exception, where if a candidate is unopposed in the Primary Election, they may receive a limited amount of public funds for expenses incurred on or before the date of the Primary Election. Eligibility will be determined in the Spring of 2026 when the ballot has been determined.

 - 8. Adhere to All Program Requirements** – Candidates and treasurers must adhere to all program requirements:
 - Submit financial disclosure reports
 - Keep financial records
 - Restrict the use of personal funds
 - Comply with any repayments or audits