



New York State Commission on Ethics and Lobbying in Government Client Semi-Annual Report

Data Dictionary

Please note: The New York State Commission on Ethics and Lobbying in Government ('COELIG') is referred to as the 'Commission'. The Lobbying Application is referred to as 'LA'. Due to the enormity of the datasets and to maintain the integrity of the data, in cases where a filer has entered more than one lobbying subject, itemized expense, lobbying focus, and/or parties lobbied, multiple rows of information can be attributed to a single filing. Please refer to the 'Form Submission ID' to determine how many rows of information account for a single filing.

Information regarding Source of Funding Disclosures and Reportable Business Relationships:

Every Client Semi-Annual ('CSA') Report requires each Beneficial Client to either: (1) Disclose Source(s) of Funding ('SoF'); or (2) Indicate SoF reporting is not required. In addition, Client Filers also disclose any applicable Reportable Business Relationships ('RBR') when submitting a CSA. Due to the enormity of the CSA dataset, all SoF and RBR disclosures are provided in separate datasets.

Data Label	Data Type	Data Description
Form Submission ID	Numeric	Form identification number to help users distinguish how many rows of data are attributable to one distinct filing.
Reporting Year	Numeric	Filing year of the CSA. <i>Example:</i> 2021-2022, 2023-2024, etc.
Reporting Period	Text	Each filing contains information for a six-month period of lobbying activity. CSA and SoF reporting periods are: January/June; or July/December.
Filing Type	Text	Output options are: ' Original '; or ' Amendment '. Distinguishes between an original filing or an amended filing.
Contractual Client Name	Text	Organization or individual name. The name of the individual or organization that retains the services of a Principal Lobbyist for the benefit of itself or another.

Principal Lobbyist	Text	Organization or individual name. An individual or organization that is registered with COELIG to perform lobbying services on behalf of the contractual client. A Principal Lobbyist is generally an entity; however, a Principal Lobbyist can also be an individual lobbying on their own behalf.
Lobbyist Relationship with Client	Text	Output options are: 'Retained' or 'Employed' . This describes the Type of Lobbying Relationship between the Principal Lobbyist and the Contractual Client. <ul style="list-style-type: none"> • If Employed is selected, the Contractual Client and Principal Lobbyist are the same. An Employed designation is when an organization is lobbying on their own behalf. • If Retained is selected, a lobbying organization has been engaged to lobby for the benefit of an unaffiliated Contractual Client.
Beneficial Client	Text	Organization or individual name. The specific individual or organization on whose behalf and at whose request or behest Lobbying Activity is conducted. Beneficial Clients are generally referred to as the 'true client' as they are directly benefiting from the lobbying activity. Every Beneficial Client listed on a CSA corresponds with a unique Statement of Registration submitted by a Principal Lobbyist registered to lobby on behalf of the associated Contractual and Beneficial Client. A Beneficial Client and Contractual Client can be, and often are, the same.
Level of Government	Text	Output options are: State, Municipal, or Both (State and Municipal). Level of Government lobbied. In the case where a Client has both employed and retained lobbyists, the 'Level of Government' displayed is unique to that particular employed or retained lobbyist.
Current Period Compensation	Numeric	Dollar amount. All direct or indirect payments of salaries or other things of value provided to a Lobbyist in exchange for Lobbying or services that are otherwise in furtherance of lobbying activity during the applicable reporting period.
Current Period Reimbursement	Numeric	Dollar amount. The aggregate value of all Expenses (regardless of value of the individual Expenses) that were reimbursed to the Lobbyist.

Lobbyist Start Date	Text	Optional information. Date formatted mm/dd/yyyy. Only displayed in the case where a new Principal Lobbyist has been retained by the Contractual Client and no corresponding Statement of Registration has been filed at the time the Client Semi-Annual Report is filed.
Lobbying Expenses Less Than \$75	Numeric	Dollar amount. The aggregate value of all lobbying expenses less than \$75 regardless of value of the individual expenses. Example: Ten expenses valued at \$60 each would be reported as \$600.
Lobbying Expenses for Non-lobbying employees	Numeric	Dollar amount. Non-lobbying staff salaries include compensation paid to those professional and clerical employees who do not engage in Direct or Grassroots Lobbying Activity. Reported in the aggregate.
Itemized Expenses	??	Any expense over \$75 must be reported as an Itemized Expense, reporting the payee, nature of expense, and value.
Itemized Expense Type	Text	Individual or Organization. Indicates whether an Itemized Expense is paid to an Individual or an Organization. If an Itemized Expense is paid to an Organization on behalf of an Individual (or Individuals), additional information entitled an "Expense Detail" is required and includes: <ul style="list-style-type: none"> • Name of individual(s) (Multiple individuals can be added) Title and Employer; • Amount of Detailed Expense that is attributed to the individual listed.
Itemized Expense Paid To	Text	Organization or individual name. The name of the Individual or Organization the itemized expense was paid to.
Itemized Expense Amount	Numeric	Dollar amount. The dollar amount attributable to an Individual disclosed in the Itemized Expense section.
Itemized Expense Reimbursed to Lobbyist	Text	Yes or No. Indicates if the itemized expense was reimbursed by the Client to the Principal Lobbyist.
Itemized Expense Purpose	Text	Pre-defined description of the purpose of an itemized expense. <ol style="list-style-type: none"> 1. Advertising – Billboards Expenses related to purchasing and maintaining a billboard advertisement. 2. Advertising – Consulting Expenses related to hiring a consultant for the purpose of using their expertise in evaluating advertising, public

		<p>relations, communications and/or marketing goals.</p> <p>3. Advertising – Design Services for Media Buy Expenses related to hiring and utilizing the services of a graphic designer.</p> <p>4. Advertising – Flyers/Posters Expenses related to staff time spent creating, designing, purchasing, and printing flyers and posters.</p> <p>5. Advertising – Media Relations and Strategy Expenses related to the analysis of specific advertising goals for the purpose of developing a targeted media relations strategy related to Lobbying or advocacy efforts.</p> <p>6. Advertising – Multi-Platform Media Buy (Print, Online, TV, Web) Expenses related to purchasing advertisements that include multiple platforms such as print, television, and online advertising. (i.e. purchasing an advertisement in the Times Union print newspaper and online web edition).</p> <p>7. Advertising – Newspaper Inserts Expenses related to the design, development (including staff time), and market research related to the purchase and distribution of newspaper inserts.</p> <p>8. Advertising – Print Media/Publishing fees over \$500 Expenses related to printing and publishing materials for advertising that is more than \$500.</p> <p>9. Advertising – Social Media Platforms (Facebook, Twitter, Instagram, etc.) Expenses related to the design and execution of advertisements posted to Social Media accounts including but not limited to Facebook, Twitter, Instagram, etc.</p> <p>10. Advertising – Television Expenses related to airing advertisements on television stations/channels.</p>
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Itemized Expense Date	Text	Date formatted mm/dd/yyyy. Date the expense occurred.
Itemized Expense Details Name	Text	Name of individual. Only applicable in the case where an Itemized Expense is paid to an organization and an expense detail is required.
Itemized Expense Details Title	Text	Title of individual. Only applicable in the case where an Itemized Expense is paid to an organization and an expense detail is required.
Itemized Expense Details Amount	Numeric	Dollar amount. The dollar amount attributable to the itemized expense. Only applicable in the case where an Itemized Expense is paid to an organization and an expense detail is required.
Itemized Expense Details Employer	Text	Name of the organization the Individual associated to the expense detail is employed by. Only applicable in the case where an Itemized Expense is paid to an organization and an expense detail is required.
Unstructured Coalition Member Contribution Information: Coalition Name	Text	Identifies the name of the Coalition . A Coalition is defined as a group of otherwise-unaffiliated entities or members who pool funds or services for the primary purpose of engaging in Lobbying Activities on behalf of the members of the Coalition.
Unstructured Coalition Contribution	Numeric	Dollar amount. Dollar amount of the Coalition contribution. Contributions are the funds of resources provided to the Coalition and are disclosed in the applicable Client Semi-Annual Reporting period in which the contribution was given to the Coalition.
Was an Expense incurred on behalf of the Unstructured Coalition?	Text	Yes or No.
Total Amount of the Expense incurred on behalf of Unstructured Coalition	Numeric	Dollar amount. Any Expenses incurred by the Member on behalf of the Unstructured Coalition, which can be from the Member's own direct Contributions and/or from the Unstructured Coalition's pool of funds.
Was the Expense paid for using Pooled Funds?	Text	Yes or No.

If Pooled Funds were used, Member's portion of the Incurred Expense	Numeric.	Dollar amount. Expenses incurred by the Member on behalf of the Unstructured Coalition which are from the Member's own direct Contribution.
Unstructured Coalition Contribution Expense Purpose	Text	Indicates the Expense Purpose of the Contribution selected from a pre-defined list of expense purposes.
Lobbying Subjects	Text	Filer selected information via a drop-down menu. Description of the general subject matter areas/issues lobbied on for the specified reporting period. Examples: Education – General; Energy & Natural Resources – Waste Management; Health – Medicine/ Medicaid.
Type of Lobbying Focus	Text	<p>Lobbying Activities include the Focus Type, an identifying number or description, and the targets of the lobbying for each Lobbying Activity reported. Lobbying Focuses are divided into State or Municipal Activities.</p> <p>State Lobbying Focuses:</p> <ul style="list-style-type: none"> • State Bill • State Executive Order • State Funding • State Land Use • State Permits/Licensing • State Procurement • State Regulation/Rate-making/Rule • State Resolution • State Tribal Compact Agreement – NYS Indian Nations <p>Municipal Lobbying Focuses:</p> <ul style="list-style-type: none"> • Municipal Bill • Municipal Executive Order • Municipal Funding • Municipal Land Use, • Municipal Ordinance • Municipal Permits/Licensing • Municipal Procurement • Municipal Rule/Regulation/Ratemaking/Rule • Municipal Resolution
Focus Identifying Number/Description	Text	May include either an identifying number or description of the Lobbying Focus.
Type of Lobbying Communication	Text	Output options are: Direct Lobbying, Grassroots Lobbying, Both (Direct and Grassroots) or Monitoring Only. Distinguishes how attempts to influence the specific

		<p>Lobbying Focus was conducted. If 'Monitoring Only' was selected, no Parties Lobbied will be affiliated to that specific Lobbying Focus (Lobbying Activity).</p>
<p>Government Body</p>	<p>Text</p>	<p>Every 'Party' listed in the LA Database contains two components: the 'Government Body' and the main 'Party' name. Every 'Party' name is categorized into specific Government Bodies. Below is a list of all government bodies represented in LA available for the CSA.</p> <p>LA will automatically identify the Government Body associated to a Party Name. Filers may be required to identify additional information related to a selected Party Name. Output options are:</p> <ul style="list-style-type: none"> • A communication sent to entire Senate • A communication sent to entire Assembly • A communication sent to entire Legislature (includes all members of the Senate <i>and</i> Assembly) • A communication sent to all NYC Council Members • A communication sent to an entire <i>specific</i> county Legislature (Example: Albany County Legislature) • Senate Committee • Assembly Committee • State Agency • NYS Assembly • NYS Senate • Executive Chamber • NYS School Districts • State and Local Public Authorities and Local Development Corporations • NYC Council Members and County Legislators' • Industrial Development Agency • Village • Town • City • County • Improvement/Special Districts <ul style="list-style-type: none"> ○ County Special District ○ Town Special District ○ Consolidated Health District ○ Fire District ○ Independent Special District

Monitoring Only	Text	Yes or No. If a Filer did not actually Lobby a specific Party, they may select 'Monitoring Only'. In such cases, the Filer is not required to disclose the names of any 'Party(ies) Lobbied' for that specific Focus.
Parties Lobbied	Text	<p>The 'targets' of the lobbying activity. The people and/or entities Filers are attempting to influence. Parties Lobbied are selected from a drop-down list.</p> <p>The LA Database includes a list of 'Party Names' that, if selected, do not require any additional information from the Filer. This includes, but is not limited to, the names of every State Legislator and Legislative Committee (and 'staff member' of every such Legislator and Committee), the Governor, Lieutenant Governor, and Executive Chamber, and New York City Council Members.</p>
First and Last Name OR Title of Person Lobbied	Text	Certain 'Party Names', when selected from the LA Database, require filers to include additional information. First and last name – OR – title of the person lobbied associated to the specified Party Lobbied.
Unit, Division, Department or Social Media Platform Lobbied	Text	Certain 'Party Names', when selected from the LA Database, require filers to include additional information. Unit, Division, Department Lobbied – OR – Social Media Platform associated to the specified Party Lobbied.