

## BEGA TIPS FOR FILLING OUT THE FINANCIAL DISCLOSURE STATEMENT

Below is an abbreviated version of the questions in the Financial Disclosure Statement form. These questions are listed for reference and include some helpful tips in answering the FDS questions.

1. *Did you have any non-District employment or engage in any outside business during the previous calendar year for which you received compensation of \$200 or more?*

### **BEGA TIP:**

- **Answer “No” if you were only employed by the District government in the previous calendar year.**
  - **“Employment” includes full-time, part-time, and freelance work.**
  - **If you were employed by a client that had a contract with the District government or if the client stands to gain from District legislation that was pending in the previous calendar year, list the client’s name.**
2. *Was your spouse, registered domestic partner, or dependent child(ren) employed by a private entity or did they engage in any business endeavors during the previous calendar year for which they received compensation of \$200 or more?*

**BEGA TIP: See above. Do not answer “yes,” if your spouse, domestic partner and/or dependent child(ren) was only employed by a government agency.**

3. *Did you serve in any unpaid position (without compensation) as an officer, director, partner, consultant, contractor, volunteer, member or in any other formal capacity of a non-government board or other outside entity during the previous calendar year?*
4. *Did your spouse, registered domestic partner, or dependent child(ren) serve in any unpaid position (without compensation) as an officer, director, partner, consultant, contractor, volunteer, member or in any other formal capacity of a non-government board or other outside entity during the previous calendar year?*

### **BEGA TIP (for questions 3 & 4):**

- **Only answer “Yes,” if you or your spouse, domestic partner, or dependent child(ren) had formal role and/or control over the entity’s management or operations.**
- **For example:**
  - **If you simply volunteered at a soup kitchen, that would not need to be disclosed because you did not have a formal role or control over the organization.**
  - **However, if you served as an unpaid Board Member or Treasurer of an organization, that would need to be disclosed, because you would have served in a formal capacity with some level of control over the organization.**

5. *During the previous calendar year, did you have any agreements with a former or current employer, other than with the District of Columbia, for future payments or benefits (such as separation pay, partnership buyouts, or pension or retirement pay) or for future employment or for a leave of absence?*
6. *During the previous calendar year, did your spouse, domestic partner, or dependent child(ren) have any agreements with a former or current employer, other than with the District of Columbia, for future payments or benefits (such as separation pay, partnership buyouts, or pension or retirement pay) or for future employment or for a leave of absence?*

**BEGA TIP (for questions 5 & 6):**

- **If you answer “Yes,” include a brief description of the type of agreement or benefit.**

SECURITIES, HOLDINGS & INVESTMENTS

7. *Did you have a beneficial interest in or hold any security (“security” means stocks (any class), bonds (including savings bonds and tax exempt bonds), stock options, warrants, debentures, obligations, notes (not mortgage notes), mortgages (not on one’s home), investment interests in limited partnerships, REITs, and such other evidences of indebtedness and certificates of interest or participation in any profit-sharing agreement as are usually referred to as securities) at the close of the previous calendar year that exceeded in the aggregate \$1,000 or that produced income of \$200 or more?*
8. *Did your spouse, domestic partner, or dependent child(ren) have a beneficial interest in or hold any security (“security” means stocks (any class), bonds (including savings bonds and tax exempt bonds), stock options, warrants, debentures, obligations, notes (not mortgage notes), mortgages (not on one’s home), investment interests in limited partnerships, REITs, and such other evidences of indebtedness and certificates of interest or participation in any profit-sharing agreement as are usually referred to as securities) at the close of the previous calendar year that exceeded in the aggregate \$1,000 or that produced income of \$200 or more?*

**BEGA TIP (Questions 7 & 8):**

- **A “beneficial interest” is the right to receive benefits held by another party (e.g., a beneficiary of a trust has a beneficial interest in the trust property).**
- **If, during the previous calendar year, you owned stock in Apple and that ownership was separate and apart from a mutual fund or 401(k)/401(a) or other similar investment vehicle that you do not manage, then you should answer “Yes,” list “Apple” as the security, and select the total value of your interest in Apple at the end of the previous calendar year. Select “Add another entry” for each separate beneficial interest/security.**

9. *Did you owe any entity or person (other than a member of your immediate family) \$1,000 or more (excluding: mortgages on your personal residence, student loans, automobile loans, credit card accounts or other revolving credit, and other loans from a federal or state insured or regulated financial institution) during the previous calendar year?*
10. *Did your spouse, domestic partner or dependent child(ren) owe any entity or person (other than a member of their immediate family) \$1,000 or more, (excluding: mortgages on your personal residence, student loans, automobile loans, credit card accounts or other revolving credit, and other loans from a federal or state insured or regulated financial institution) during the previous calendar year?*

**BEGA TIP (Questions 9 & 10):**

- **Ask yourself whether you owe any personal loans to any individual or entity, other than a bank or mortgage company.**
- **Do not answer “Yes,” for things such as:**
  - **Credit card loans**
  - **Car loans**
  - **Student loans**
  - **Bank loans**
  - **Mortgages**

11. *Did you have an interest in any real property located in the District of Columbia during the previous calendar year aside from your primary personal residence, where your interest had a fair market value of more than \$1,000, or where the property produced income of \$200 or more?*
12. *Did your spouse, domestic partner, or dependent child(ren) have an interest in any real property located in the District of Columbia during the previous calendar year aside from their primary personal residence, where their interest had a fair market value of more than \$1,000, or where the property produced income of \$200 or more?*

**BEGA TIP (Questions 11 & 12):**

- **A place is your primary personal residence if it is the main place you live. If you have more than one residence, generally, the one you use most of the time is your primary personal residence. Do not include residences that you do not own, but rent.**
- **Real property is defined as land and immovable property on land such as buildings. A boat is not considered real property. Vehicles and motorcycles are not considered real property.**
- **And remember – this question is only asking about real property located in the District.**

REGULATED PROFESSIONS

13. *Do you hold any professional or occupational licenses issued by the District of Columbia government (i.e., are you licensed to practice law in the District of Columbia, or are you licensed by the District's Department of Health, the District's Department of Consumer and Regulatory Affairs, the District's Department of Mental Health, the District's Department of Insurance Securities and Banking, the Metropolitan Police Department, the District's Occupational and Professional Licensing Administration, etc.)?*
14. *Does your spouse, domestic partner, or dependent child(ren) hold any professional or occupational licenses issued by the District of Columbia government (i.e., are they licensed to practice law in the District of Columbia, or are they licensed by the District's Department of Health, the District's Department of Consumer and Regulatory Affairs, the District's Department of Mental Health, the District's Department of Insurance Securities and Banking, the Metropolitan Police Department, or the District's Occupational and Professional Licensing Administration, etc.)?*

**BEGA TIP (Questions 13 & 14):**

- **Only include licenses that were issued by the District.**
- **Do not include professional or occupational licenses that were issued outside of the District.**
  - e.g., Maryland real estate license.

GIFTS

15. *Did you receive any gift(s) (see definition in glossary) from any person that has or is seeking to do business with the District, conducts operations or activities that are regulated by the District, or has an interest that may be favorably affected by the performance or nonperformance of your duties in the total amount or with a total value of \$100 or more during the previous calendar year?*

**BEGA TIP:**

- **The term "gift" does not include:**
  - (A) **A political contribution otherwise reported as required by law;**
  - (B) **A commercially reasonable loan made in the ordinary course of business; or**
  - (C) **A gift received from a member of the person's immediate family.**
- **You must, however, disclose gifts from friends if those persons are seeking to do business with the District, conduct operations or activities that are regulated by the**

**District, or have an interest that may be favorably affected by the performance or nonperformance of your duties**