

NADPac Guidelines

NADP Mission: The mission of the National Association of Dental Plans (NADP) is to improve consumer access to affordable, quality dental care through advocacy, research, and the promotion of dental benefits.

Purpose of NADPac:

1. To actively solicit and receive personal voluntary contributions from the membership of the Association and to expend those contributions in support of incumbent candidates for federal public office who have demonstrated their general agreement with and support of NADP's mission and positions; and
2. To the extent permitted by applicable law, to provide support for efforts critical to the mission of the NADP and its leadership role on behalf of the industry nationwide.
3. To develop programs that encourage the membership of NADP to become involved in the attainment of the political and legislative goals of NADP, its members, and the dental plan industry through personal contributions to NADPac.

The NADPac is registered with the FEC as a multi-candidate, federal political action committee. It is not affiliated with any political party and dispenses contributed funds without regard to party affiliation of candidates or incumbents. The NADPac is empowered to undertake any and all legally sanctioned actions necessary or desirable for the attainment of the purposes stated above.

The funds used to accomplish these purposes shall be acquired entirely from personal funds and voluntary contributions from individuals employed by NADP members. To the extent permitted under federal law, NADP shall provide for the administration of the NADPac and in the solicitation of personal voluntary contributions. Appropriate employees of members of the Association may be solicited for contributions only after their member company grants permission for such solicitation, as prescribed under federal regulations. All contributions shall be deposited in a separate segregated fund (a separate campaign fund depository) and no part of the Association's funds shall be co-mingled with those of the NADPac.

NADP's Executive Director shall act as Treasurer for the NADPac. The NADPac Treasurer shall assure that NADPac's operations are consistent with current law and that all required documents and reports are filed with the FEC or other governmental agencies as required by law.

In the event of the dissolution of the NADPac, all funds not committed to further the purposes for which the Committee was formed shall be either:

1. transferred to any successor committee formed for similar purposes under the sponsorship of NADP; or
2. if such successor committee is not formed at the time of the dissolution of the Committee, donated to charitable or educational organizations to be selected by the Board of Directors of NADP, to the extent permitted by applicable law.

NADPac Committee: The NADPac shall be supervised by a Committee appointed by the NADP Board of Directors according to the guidelines outlined below. Membership in the Committee shall be open to all persons employed or actively engaged in the dental or health plan industries or supporting organizations.

NADPac Committee Members:

1. **Number.** The NADPac and its funds shall be overseen by the NADP Board of Directors. The NADPac Committee shall consist of members appointed by NADP's Board of Directors to serve a two-year term, coinciding with the two-year federal election cycle which shall include:
 - i) A volunteer from the Commission on Advocacy Policy (CAP)
 - ii) NADP's Executive Director (acting as NADPac Treasurer) and
 - iii) Additional volunteers employed by or contracted with a member company in governmental affairs capacities that have experience or expertise relevant to the operation of the NADPac.

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NOTE: NADP's Director of Government Relations and a representative from NADP's federal lobby or other federal advisory firm shall serve as non-voting participants. The Board of Directors must also be represented among the appointees.

2. **Reappointment.** The Chairperson of the Board may reappoint members of the NADPac Committee for succeeding terms.
3. **Resignation.** A member of the Committee may resign at any time by written notice to the Chair of the NADPac Committee.
4. **Quorum.** At all meetings of the NADPac Committee, members shall constitute a quorum.
5. **Candidate Support.** Any member of the NADPac Committee, or advisor/consultant to NADP, may recommend to the Committee that the Committee's PAC make a contribution to a particular candidate. However, in order to be considered by the Committee, the recommendation must be in writing and received by NADP staff.
6. **Duties and Responsibilities:**
 - a. The Committee shall have the following general duties and responsibilities:
 - i) Oversee the development and implementation of a long range NADPac fundraising plan;
 - ii) Recommend annual NADPac fundraising goals;
 - iii) Encourage NADP members to authorize appropriate in-house solicitations and to participate in the attainment of the political goals of NADP;
 - iv) Consider and approve member and staff recommendations for candidate and campaign contributions; and
 - v) Contact executives of NADP dental plan members about individual contributions and who have given advance permission for solicitations.

NADPac Committee Officers: The NADPac Committee shall have a Chair and Vice Chair as officers. Both shall be designated by the NADP Board of Directors when the NADPac Committee is appointed and serve a two-year term.

The Chair shall preside at all NADPac meetings and be responsible for issuing all calls for meetings of the Committee. The Vice Chair shall perform such duties as shall be assigned by the Chair. In addition, the Vice Chair shall perform the duties and responsibilities of the Chair in the absence of the Chair.

NADP's Executive Director, acting as NADPac Treasurer shall be the financial officer of the NADPac Committee and shall make such financial reports as shall be required by the Chair.

NADPac Contributions: NADPac contributions to candidates and campaigns should take into consideration:

- Support of the dental benefits industry or specific issues of concern;
- Service on a Committee with jurisdiction to consider issues of importance or concern to the dental benefits industry;
- Leadership roles in their party or on key Committees, or likelihood to move into leadership roles or key Committees in the future; and
- Character, integrity, and alignment with NADP's core values.

NADPac contributes to a wide variety of candidates for federal office and does not contribute to candidates for state or local office. Recognizing that some contributors to the PAC must follow SEC Pay-to-Play rules, NADPac does not seek contributions for the purpose of supporting a limited number of state or local officials who are candidates for federal office. If NADP contributes to a candidate for Congressional office, other than an incumbent, we will not consider a candidate who is a local or state official that could be responsible for decisions related to contracts for which any NADPac contributor could bid.

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The NADPac Committee can establish additional guidelines and requirements for submission of recommendations, subject to Board approval.

Contribution approval: Voting on recommended contributions should follow Robert's Rule of Order as required by NADP's by-laws. A simple majority of the NADPac Committee members constitutes approval or disapproval of a recommended contribution.

Proxy voting: In the absence of a voting member, such voting member may give their proxy to another member to vote their position. Proxy must be granted via writing when votes are requested by email or, in the event of a face-to-face meeting, by advising the NADPac Treasurer prior to the meeting.

Electronic voting: The use of e-mail or other online communication system by the NADPac Committee will be an accepted practice for approving contributions.

NADPac Operations: No expenditure shall be made or contribution received by the Committee when there is a vacancy in the office of the NADPac Chair or Treasurer, in accordance with federal regulations. Contributions received and expenditures made by or on behalf of the Committee shall be used primarily for the purpose of supporting the nomination or election of candidates to public offices in the Federal Government and supporting the national party and campaign committees dedicated to that same purpose. These funds shall not be limited to this purpose, however, and to the extent permitted by applicable law, shall also be used in accordance with the purposes established in the 'purpose of the NADPac'.