

**PENN STATE LOBBYING ACTIVITY AND EXPENDITURE REPORT  
(Form PLDA 1)**

1. Name and Title of Person submitting report: \_\_\_\_\_

2. State Government Official, employee or their immediate family member to which expenditure is related:

\_\_\_\_\_

Name of contact if other than State Government Official (e.g. staff member):

\_\_\_\_\_

3. Purpose of expenditure of time or other resources (check all that apply):

\_\_\_\_\_ influence the preparation, research, drafting, introduction or consideration of Commonwealth legislation, including PSU appropriation

\_\_\_\_\_ influence the modification, amendment, approval, passage or enactment of Commonwealth legislation, including PSU appropriation

\_\_\_\_\_ influence the tabling, postponement, defeat or rejection of Commonwealth legislation

\_\_\_\_\_ influence legislative motions

\_\_\_\_\_ influence overriding or sustaining veto by the Governor

\_\_\_\_\_ influence the confirmation of appointments by the Governor

\_\_\_\_\_ influence appointments to public boards or commissions by a member of the General Assembly

\_\_\_\_\_ influence an Agency's proposal, consideration, promulgation or recession of a regulation

\_\_\_\_\_ influence the development or modification of an Agency guideline or statement of policy

\_\_\_\_\_ influence the approval or rejection of a regulation

\_\_\_\_\_ influence the review, revision, approval or disapproval of a regulation under the Regulatory Review Act

\_\_\_\_\_ influence the Governor's approval or veto of legislation

\_\_\_\_\_ influence the nomination or appointment of an individual as an officer or employee of the Commonwealth

\_\_\_\_\_ influence the proposal, consideration, promulgation or recession of an executive order

\_\_\_\_\_ influence an Agency's preparing, bidding, entering into or approving a contract

\_\_\_\_\_ other. Please briefly describe purpose \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Type of activity (check all that apply):

- Research
- Direct contact with state official or employee
  - face to face
  - written
  - telephone
- Indirect contact
  - public mailing
  - letter-writing campaigns
  - telephone bank
  - advertising
  - special publications on public issues
  - special educational campaigns on public issues
- Provision of gift, transportation, hospitality or other item to state official or immediate family member\*

5. Brief description of legislative and/or administrative issues to which activities/ expenditures relate: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Estimate of time spent on activity: \_\_\_\_\_

7. Estimate of direct expenditures related to activity: \_\_\_\_\_

8. Please attach the original receipt, invoice, or any other documentation reflecting the amount of any direct expenditure. Please supply the following information to the extent it does not appear on the receipt, invoice or other documentation:

(a) individual who paid invoice: \_\_\_\_\_

(b) person or entity to whom payment made: \_\_\_\_\_

(c) description of expenditure: \_\_\_\_\_

(d) date of transaction: \_\_\_\_\_

(e) date of payment: \_\_\_\_\_

(f) form of payment (i.e., cash, check, etc.): \_\_\_\_\_

9. If no original receipt, invoice or other document substantiating the expenditure is attached, briefly explain why you are unable to supply a substantiating document:  
\_\_\_\_\_  
\_\_\_\_\_

\* If you check this category, you must complete Form PLDA 2. This form may be obtained at the Office of Governmental Affairs.

10. Estimate of indirect expenditures related to activity (includes overhead costs and percentage of professional and support staff salaries allocable to activities) \_\_\_\_\_  
\_\_\_\_\_.

11. Date of activity or expenditure \_\_\_\_\_

Your name (print): \_\_\_\_\_

Phone Number of Preparer: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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07/20/09