



Form 6 E-filing Launch Update*

November

- Flyer to coordinators about e-filing sent 11-1-2021
- Pilot Test for filers and coordinators November 16-17
- Information to Supervisors of Elections (qualifying officers) about e-filing for incumbent and non-incumbent candidates who are not already disclosure filers
- E-filing team continuing to conduct data syncing, data cleaning, and addressing issues revealed during pilot.
- Intro video published to website

December

- Letter to filers about launch
- Coordinator reminder about annual update
- E-filing team continuing to conduct data syncing, data cleaning, and addressing necessary issues revealed during pilot
- COE staff training

January

- January 1 launch – filer and candidate access by request
- Coordinators email regarding access to the e-filing system
- Coordinators begin annual update for filers required to e-file Form 6 for the 2021 Form year
- Postcard/flyer to Form 6 filers about system launch and ability to request an invitation code to access the e-filing system.
- Coordinator webinars/tutorials
- Filer tutorial video(s)

February

- Coordinator update support and troubleshooting
- Data cleaning and syncing

March

- Form 6 filers email with information on using credentials to access the e-filing system
- COE staff working to verify filers are accessing the system to determine necessary follow up with filers due to bounceback emails and filers who have not logged in at least once
- Work with stakeholder associations to get word out about access to e-filing system
- Enhanced search release and updates to system
- Possible staff augmentation

*Info subject to change.