

STATEMENT OF ECONOMIC INTERESTS

Who Must File, When, Where, Why & How

The Illinois Governmental Ethics Act requires the filing of Statements of Economic Interests (SEI's) by elected and appointed officials, candidates for those offices, and certain employees of units of government (UOG). The Act became law in 1967 and has been amended and added to over the years, most recently in 2014. Individuals required to file SEI's due to their position in a unit of local government file this form with the County Clerk.

The following persons must file a Statement of Economic Interests to the County Clerk [see Article 4A-101 (g), (h), (i), (k), and (o)]:

- (g) Individuals who are elected to office in a unit of local government, and candidates for nomination or election to that office, including regional superintendents of school districts.
- (h) Individuals appointed to the governing board of a unit of local government...and persons appointed to a zoning board, or zoning board of appeals, or to regional, county, or municipal planning commission or to a board of review of any county... and persons appointed to a board or commission of a unit of local government who have authority to authorize the expenditure of public funds....
- (i) Certain persons employed by a unit of local government, who are compensated as employees and 1) function as head, or head an administrative unit, 2) have supervisory authority over contracts over \$1000, 3) have authority to approve licenses or permits, 4) adjudicate, arbitrate, decide any judicial or administrative proceeding or review such a decision, 5) have authority to issue rules/regulations, 6) have supervisory responsibility for 20 or more employees.... See statute for details.
- (k) Persons employed by a school district who are required to hold an administrative or a chief school business official endorsement.
- (o) Members of the board of any pension fund established under the Illinois Pension Code.... See statute for details.

In 2011, S 4A-108 was added to allow SEI's to be collected through an Internet-based system of filing. The McLean County Clerk started using such a system in 2015.

Certification of the list of SEI filers

- 1) Local units of government submit (certify) their lists of persons required to file Statements of Economic Interests (and their up-to-date contact

information) electronically to the County Clerk on a password-protected website.

- 2) The list of filers must be certified to the County Clerk on or before **February 1st** of the current year.
- 3) The list should indicate the **name, title, residence address, phone number and term end year** for each individual.

Individual filing

- 1) After the County Clerk has the lists of individuals required to file SEI's (on or before April 1st), the Clerk's office will contact each filer by e-mail to provide instructions for filing their statements online **by May 1st** [late filing by May 15th - \$15 late fee applies].
- 2) A person holding **more than one office**/position for which they are required to file with the McLean County Clerk* **is required to file only one SEI** relating to ALL offices/positions.
- 3) **Candidates** for office are required to file the SEI on **paper**.
- 4) The SEI must be filed **annually** while the individual is in the position which requires it to be filed.

Filing deadlines, late filing deadlines and late fees

- 1) Persons appointed or employed by May 1st must file their statements at the time of the initial appointment or employment [May 15 is the deadline to file late - \$15 late fee applies].
- 2) Persons appointed or employed within 30 days prior to May 1 of any year have until May 31st to file [June 15 is the deadline to file late for these people - \$15 late fee applies].
- 3) Persons who file after the late filing deadline incur a fee of \$100 per day.

Please carefully review the complete filing requirements. The Statute in its entirety is linked on our main Economic Interest page. Direct any questions concerning who should file and what must be disclosed to your local governmental attorney.

*All persons who reside in McLean County or another county should be certified to the county in which the principal office of their employing unit of government is located. See Statute for details.