

CARS Project External Stakeholder Meeting

Date: October 8, 2025

Time: 1:30 p.m. to 2:30 p.m.



Welcome and Introductions

Margie Hieter, Project Sponsor

Harjit Basi, Project Director

John Heinlein, Assistant Project Director

Denise Tower, CGI Project Director

Jim Mason, CGI Business Analyst

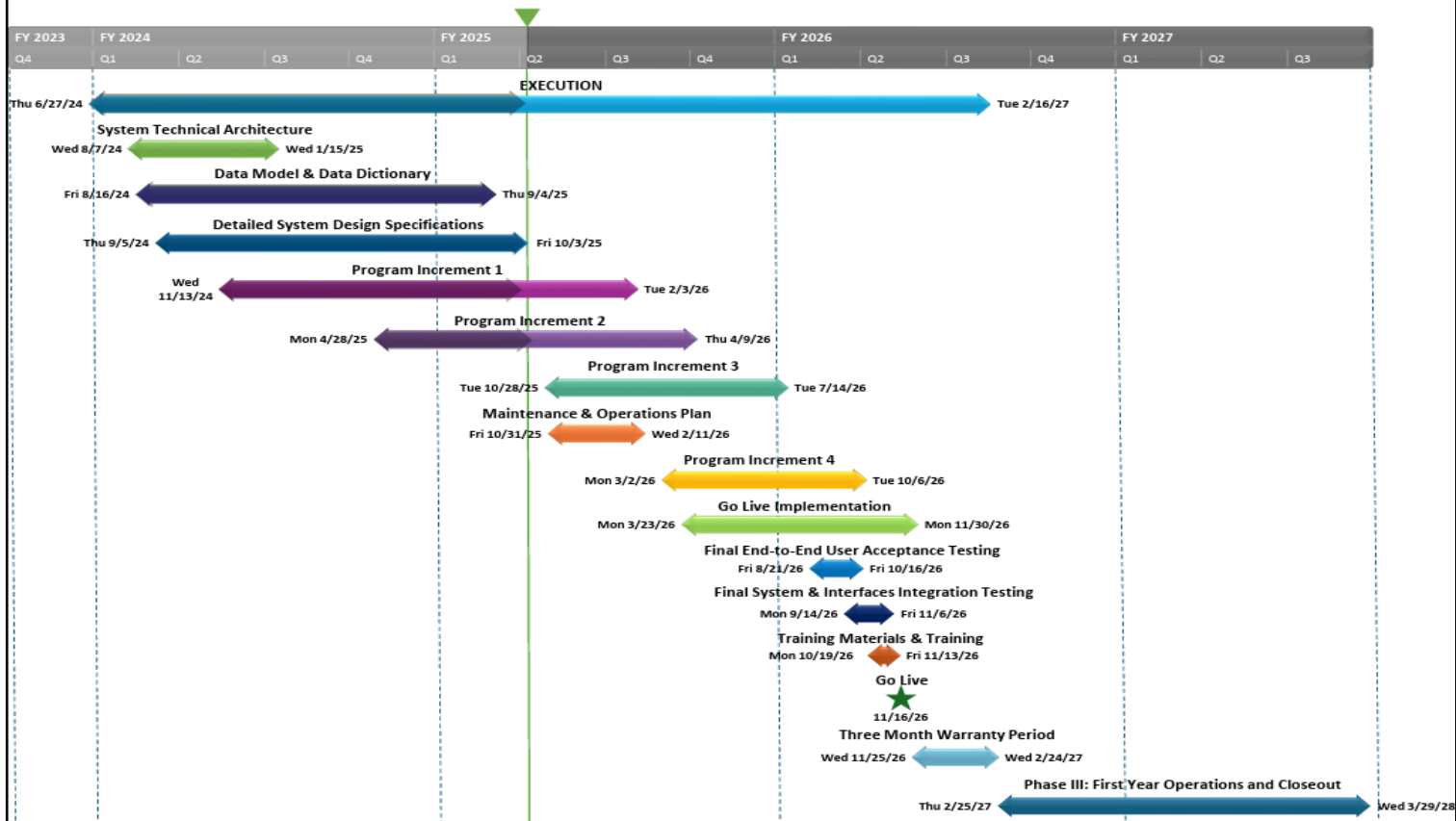
Agenda

- Project Updates
 - Project Schedule
 - Program Increments I & II Activity
 - Third Party Software Vendors
- Functionality Preview
- Next Steps
 - User Acceptance Testing Participation
- Q&A

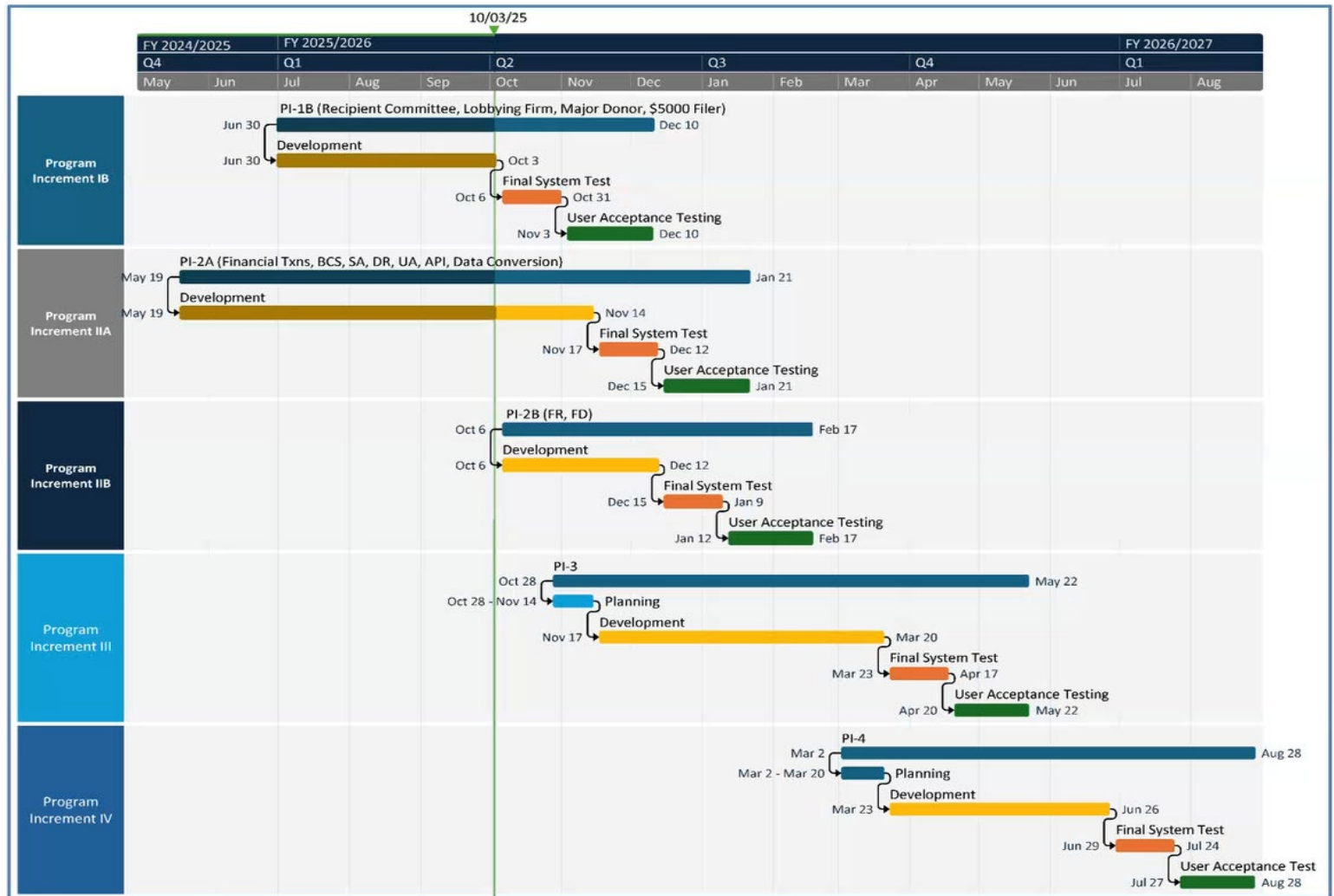
Project Updates

Project Schedule

CARS PSR GANTT – Status as of 10/03/2025



Project Schedule



PROGRAM INCREMENT I



Program Increment I – Design, Development, Testing: End to End Workstream

Campaign	Lobbying
Candidate – User Acceptance Testing (UAT)	Lobbyist Employer/Coalition – UAT
State Mailer Organization – UAT	Lobbyist – UAT
Recipient Committee – System Test	Lobbying Firm/\$5000 filer – System Test
Major Donor/Independent/Other Specific Campaign Types – System Test	

Development of Sprint 21 complete as of 10/3/25
Currently in Sprint 22: 10/6/25 - 10/17/25

PROGRAM INCREMENT IA – UAT UPDATE



- Exploratory Testing of PI IA functionality is ongoing.
 - Exploratory testing goes beyond the usual business process flows to identify potential issues that might otherwise be missed.
- Test case writing activities for PI IB are underway. PI IB UAT is scheduled for early November 2025. External stakeholders will be provided an opportunity to perform UAT during this period.

PROGRAM INCREMENT IB - CAMPAIGN



Program Increment I – Design, Development, Testing: End to End Workstreams

Recipient Committee	Major Donor/Independent Expenditure
FR-01: Register a Committee (410) - In System Test	FR-05: Establish Major Donor/Independent Expenditure/Other Filer Account – In System Test
FR06: Manage Penalty of Perjury Attestation – In System Test	FR-07: Request Linkage to a Registered User or Filing Entity – In System Test
FR02.1: Amend a Candidate or Campaign Registration – In System Test	FD-01& FD-02: Enter & Modify Major Donor/Independent Expenditure Committee Campaign Statement (461) - In System Test
(FR = Filer Registration, FD = Filer Disclosure)	FD-01& FD-02: E-530 Filer Enter and Modify an Activity Report – In System Test
	FD-01 & FD-02: Business Entity Enter and Modify an Activity Report – In System Test

PROGRAM INCREMENT IB - LOBBYING



Program Increment I – Design, Development, Testing: End to End Workstreams

Lobbying Firm

FR01: Register a Lobbying Firm – In System Test

FR06: Manage Penalty of Perjury and Attestation
– In System Test

FR01: Lobbying Firm Activity Authorization – In
System Test

FR06: Manage Penalty of Perjury – In System
Test

Lobbying Firm - Continued

FR03: Terminate a Registration – In System
Test

FR02: Amend a Registration – In System Test

KEY PI I FUNCTIONALITY DELIVERED



Campaign

- Register (Initial/Amend):
 - Candidate: Candidate Intention Statement
 - Slate Mailer Organization: Statement of Organization
 - Recipient Committee: Statement of Organization
- Establish: Major Donors, Independent Expenditure, and \$5000 Filers
- Attest, Request Linkages, Withdraw, Terminate, Dispose Linkages, Upload Activity Transactions
- Activity Reports (Initial/Amend):
 - Officeholder/Candidate Campaign Statements (includes short-form)
 - Slate Mailer Organization Campaign Statement
 - Independent Expenditure Committee and Major Donor Committee Campaign Statement
 - Communications Identifying Slate Mailer Candidates
 - Advocacy & Advertisements Statement of Online Activity
 - Paid Spokesman Report

KEY PI I FUNCTIONALITY DELIVERED



Lobbying

- Register (Initial/Amend):
 - Lobbyist Employer/Lobbying Coalition Registration Statement
 - Lobbyist Report
 - Lobbyist Certification Statement
 - Lobbying Firm Registration
 - Lobbying Firm Activity Authorization
- Attest, Request Linkages, Withdraw, Terminate, Renew, Dispose Linkages, Upload Activity Transactions
- Activity Reports (Initial/Amend):
 - Payments made to Lobbying Coalitions
 - Payments Received by Lobbying Coalitions
 - Report of Lobbyist Employer/Lobbying Coalition
 - Other Payments to Influence Reporting by Lobbyist Employers and \$5,000 filers
 - 72h – Issue Lobbying Advertisement Report
 - 48h – End of Session Report
 - Enter a Lobbyist Report

AVAILABLE FORMS – SYSTEM TEST / UAT

(18 OF 32 FORMS)



Campaign Forms

1. Form 400 – State Mailer Organization Statement of Organization
2. Form 401 – State Mailer Organization Campaign Statement
3. Form 402 – State Mailer Organization Statement of Termination
4. Form 461 – Independent Expenditure Committee and Major Donor Committee Campaign Statement
5. Form 501 – Candidate Intention Statement
6. Form 470 – Officeholder/Candidate Campaign Statements
7. Form 470S – Officeholder/Candidate Campaign Statements (Short Form)

Lobbying Forms

8. Form 601 – Lobbying Firm Registration
9. Form 602 – Lobbying Firm Activity Authorization
10. Form 603 – Lobbyist Employer/Lobbying Coalition Registration Statement
11. Form 604 – Lobbyist Certification Statement
12. Form 606 – Notice of Termination
13. Form 607 – Notice of Withdrawal
14. Form 615 – Lobbyist Report
15. Form 630 – Payments made to Lobbying Coalitions
16. Form 635 – Report of Lobbyist Employer/Lobbying Coalition
17. Form 635-C – Payments received Lobbying Coalitions
18. Form 640 – Other Payments to Influence Reporting

PROGRAM INCREMENTS II, III, AND IV



Detailed System Design (DSD) and Data Model Data Dictionary (DMDD)
– Requirements Clarification & Joint Application Design Sessions
(Continued)

- DMDD submitted on 8/8/25 and approved 9/5
- DSD submitted on 8/8/25 and approved 10/3



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PROGRAM INCREMENT(PI) II DEVELOPMENT



Program Increment I – Design, Development, Testing: End to End Workstreams

Financial Transaction

FT-01: Create an Invoice – In System Test

FT-02: Adjust an Invoice/Re-allocate a Payment – In Development

FT-03: Cancel an Invoice – [In System Test](#)

FT-04: Cancel an Invoice for a Terminated Entity – [In System Test](#)

FT-05: Enter and Post an Online (Credit Card) Payment – In System Test

FT-06: Enter and Post a Manual Payment – In Development

PROGRAM INCREMENT(PI) II DEVELOPMENT



Program Increment I – Design, Development, Testing: End-to-End Workstreams

System Administration/User Account Management/Common Components	System Administration/User Account Management/Common Components
UA-07.2: Reset a Password – Ready for System Test	SA-01.2: Configure System – Under Development
UA-09: Delete a Registered User Account – Ready for System Test	SA-01.2A: PRD Portal Common Services/Navigation – In System Test
Filer Portal – Common Service/Navigation – Ready for System Test	BCS7: Job Scheduler – In System Test
UA-02: Create a User Account – Ready for System Test	SA-01.2D: Manage Batch Processes – In System Test
UA-03: Update a User Account – PRD – Ready for System Test	
UA-05: Recover a Username – Ready for System Test	

THIRD PARTY SOFTWARE VENDORS



Design sessions completed 9/9 & 9/23

- Continued to address design questions and review Application Programming Interface (API) specifications
- Meeting held 9/23 – critical topics:
 - *Project Status*
 - *Third Party Vendor API status/technical review*
 - *Attestation Process*
 - *Certification Process*
 - *Testing Schedule (Pre-certification Set-up, Testing, Certification)*

DRAFT SCHEDULE – PHASES FOR PREPARATION AND TESTING



CARS Project Team will work with the Third-Party Vendors who need to Certify through three Phases:

- Phase 1: Pre-certification Set-up in the Certification Environment (test at least one form)
- Phase 2: Integration Testing/UAT (CARS Project Test team works directly with Third-Party Software Vendor through formal test cases and processes)
- Phase 3: Certification (required for CARS go-live)

Each Vendor must complete all three phases of the process to certify with CARS and be ready for CARS go-live in November 2026.

DRAFT SCHEDULE – PHASES FOR PREPARATION AND TESTING



Timeline:

- By 10/19/25: Vendor to provide contact information, forms to be certified, and test window

Phase	Timeline
Phase 1: Pre-certification Set-up	10/6/25 - 12/19/25
Phase 2: Integration Testing/User Acceptance Testing	2/23/26 - 7/24/26
Phase 3: Certification	8/10/26 - 10/16/26

- Each Vendor must complete all three phases of the process to Certify with CARS for November 2026
- After CARS go-live, no new vendors will be added until February 28, 2027

PROGRAM INCREMENT I – FUNCTIONALITY PREVIEW



Functionality Preview

- Lobbying Firm Registration

Information & Feedback Channels

INFORMATION & FEEDBACK CHANNELS



- Third Party Software Vendor API Meetings held 9/23/25
- Next meetings Tuesday, 10/14/25 and 10/28/25
- Next External Stakeholder Meeting on Wednesday, 11/12/25
- PRD Website for [Quarterly Updates](#)
- Post-meeting survey: [October 8, 2025](#)



Visit the CARS project website

<https://www.sos.ca.gov/campaign-lobbying/helpful-resources/cal-access-replacement-system-project-cars-updates>

CARS Project Email Address

Submit questions and comments to the CARS project team:

PRDCARS@sos.ca.gov

- View documents, news, and events
- Sign up to receive project updates



Sign up for
e-updates



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CARS WEBSITE REMINDERS

CARS Project Homepage

[Home](#) > [Campaign & Lobbying](#) > [Helpful Resources](#) >
CAL-ACCESS Replacement System Project

Helpful Resources
[How To File Electronically](#)
[Electronic Filing Password Request](#)
[Elections Division](#)
[Federal Election Commission \(FEC\)](#)
[Fair Political Practices Commission \(FPPC\)](#)
[Political Reform Audit Program for the California Franchise Tax Board](#)
[CAL-ACCESS Replacement Project](#)



The California Automated Lobbyist and Campaign Contribution and Expenditure Search System (CAL-ACCESS) was developed to respond to the objectives of the Online Disclosure Act, added to the Political Reform Act by Ch. 866, Stats of 1997.

CAL-ACCESS is the public's window into California's campaign disclosure and lobbying financial activity, providing financial information supplied by state candidates, donors, lobbyists, lobbyist employers, and others. The CAL-ACCESS Replacement System (CARS) Project will implement a new data driven system replacing the existing form driven system.

To receive updates on the project as they become available follow the "sign up for e-updates" link at the bottom of this page, and, after entering your email address, select to subscribe to the CAL-ACCESS Replacement System Project Updates email list.

To reach us directly, send an email to prdcars@sos.ca.gov, call (916) 653-6224, or write to: Secretary of State, Political Reform Division, 1500 11th Street, Rm 495, Sacramento, CA 95814.

News & Updates
News & Updates for information prior to 2024 can be found on the [CARS Project Pre-2024 Archive page](#).

- October 9, 2024: Details for the monthly October Stakeholder meeting are in the [October 9, 2024 CARS Project External Stakeholder Meeting PowerPoint](#)

CARS Project Archive

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The following news and references are for the previous solution (prior to 2024) and may no longer apply. Current updates can be found on the [CARS Project homepage](#).

Project References

- Draft version 1.07 of the CAL-ACCESS XML file specifications document (XSD(XSDP))
- Draft version 1.12 of the CAL-Access Application Programming Interface (API) Requirements(PDF)
- CAL-ACCESS Replacement Project, System Integrator Vendor Request for Offer
- SISA (PDF)
- 11: State Survey (PDF)
- 2013 Request for Information (RFI) and Responses (PDF)

CARS Software Vendor/Service Provider Meeting Presentations

- March 30, 2021, CARS Software Vendor/Service Provider Meeting
- January 21, 2021, CARS Software Vendor/Service Provider Meeting
- November 30, 2020, CARS Software Vendor/Service Provider Meeting
- September 10, 2020, CARS Software Vendor/Service Provider Meeting
- July 8, 2020, CARS Software Vendor/Service Provider Meeting

CARS Stakeholder Input Group (SIG) Meeting Presentations

- March 16, 2021, CARS Stakeholder Input Group (SIG) Meeting
- January 20, 2021, CARS Stakeholder Input Group (SIG) Meeting
- December 3, 2020, CARS Stakeholder Input Group (SIG) Meeting
- October 7, 2020, CARS Stakeholder Input Group (SIG) Meeting
- August 19, 2020, CARS Stakeholder Input Group (SIG) Meeting

CARS External Stakeholder Meetings

- July 8, 2023: Details for the July Stakeholder meeting are in the [July 8, 2023 CARS Project Update for External Stakeholders PowerPoint](#)
- June 7, 2023: Details for the June Stakeholder meeting are in the [June 7, 2023 CARS Project Update for External Stakeholders PowerPoint](#)
- May 3, 2023: Details for the May Stakeholder meeting are in the [May 3, 2023 CARS Project Update for External Stakeholders PowerPoint](#)
- April 5, 2023: Details for the April Stakeholder meeting are in the [April 5, 2023 CARS Project Update for External Stakeholders PowerPoint](#)

For questions about project communications: PRDCARS@sos.ca.gov



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Q & A

WRAP UP