



Title: State and Local Lobbying Compliance Policy	Policy Category: Administrative
Issuing Authority: President's Office	Responsibility: Government Relations
Publication Date: 03/15/2023	Next Review Date: 03/15/2026

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Policy Statement/Background:

Stony Brook University, including its Academic Campuses, Stony Brook Medicine, and the Long Island State Veterans Home (collectively, "University"), through certain designated employees, engage in lobbying activities at the state and local levels to advance and protect the University's interests. The State of New York has strict laws that govern lobbying activities in the State, which are implemented and enforced by the New York State Commission on Ethics and Lobbying in Government ("Commission").

Policy:

This State and Local Lobbying Compliance Policy ("Policy") requires all University employees to comply with applicable state laws, rules and regulations, University policies and procedures, appropriate standards of ethical conduct, and to have a working knowledge of the legal and ethical requirements affecting their lobbying activities.

Reporting Requirements

It is the responsibility of the Office of Government Relations ("OGR") to report to the Commission all of the University's lobbying activities on a bi-monthly basis. Any University employee that engages in lobbying activities must report all of their lobbying activities on the [OGR website](#) prior to the end of each bi-monthly reporting period. Importantly, once you engage in a lobbying activity, you must continue to report your lobbying activities *even if you did no lobbying activities in the preceding bi-monthly period.*

All questions about whether you may have engaged in lobbying activities or intend to engage in lobbying activities should be directed to the OGR.

All employees are required to keep track of their lobbying activities, including who you lobbied, when and how you lobbied (time, place, location, method), and what you lobbied for.

Definitions:

Lobbying: with certain exceptions, lobbying is the act (written or verbal) of seeking to influence an outcome, decision, law, regulation, or disbursement of funding of a governmental official or agency ("policy maker"). This can be done by an employee in their individual capacity at the University or through a coalition or group the employee is part of. Any person who lobbies or incurs (or expects to incur) \$5,000 or more in lobbying advocacy must register as a lobbyist. Examples include, but are not limited to: lobbying for or against the passage of a state law or to lobby to secure additional funding for the University.

Policy Maker: a policy maker is a government official, elected official, government agencies, and the employees of elected officials and government agencies.

Contact:

Additional information about this policy is available here:

Office of Government Relations

250 Administration Building
Stony Brook, NY 11794
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Relevant Standards, Codes, Rules, Regulations, Statutes and Policies:

- [NYS Public Officers Law, Sections 73 & 74](#)
- [NYS Executive Law, Section 94](#)
- [NYS Department of State \(19 NYCRR Part 943\)](#)
- [NYS Commission on Ethics and Lobbying in Government](#)
- [Stony Brook Office of Government Relations](#)