

COLLECTING FEC REQUIRED DONOR DATA WITH PayPal

PayPal for Political Fundraising



How to use "Optional" or "Custom" fields within PayPal Payments Standard and Express Checkout to collect required donor data to meet FEC reporting requirements.

paypal.com/political

Summary

The Federal Elections Commission (FEC) requires that all political campaigns at the Federal level collect supplemental donor data including the donor's employer and occupation. PayPal can easily be enabled to capture the FEC required donor data and include this data with the payment transaction. After a donor enters the required information, it can be concatenated in some form and passed with the payment transaction in either the "Option" fields or the "Custom" fields in PayPal Payments Standard or Express Checkout. The data passed in the Option and Custom fields can then be taken from PayPal report files for use as required with FEC filings and for reconciliation.

Setting up PayPal Payments Standard to Collect Donor Data

See the [PayPal Payments Standard Variable Reference](#) for more detail on the fields outlined below.

Option 1: Using the "Option" fields

PayPal Payments Standard has two sets of fields in the interface that can be used to pass donor data:

- `on0` (option name 0) and `os0` (option selection 0)
- `on1` (option name 1) and `os1` (option selection 1)

Concatenating the FEC Disclosure data in these two sets of fields will allow the data to pass through with the transaction to PayPal reports. You would set:

- `on0` = "DisclosureName"
- `os0` = {entered first name}" "{entered last name} (first and last name separated by a single space – for example, **SARAH SMITH**)
- `on1` = "DisclosureEmployerOccupation"
- `os0` = {entered employer}" "{entered occupation} (employer and occupation separated by a comma (,) – for example, **CoCo,President**)

Option 2: Using the "Custom" field

PayPal Payments Standard also has a "Custom" field (`custom`) that can be used to pass proprietary information through to your PayPal reports. In this case, you would concatenate the entered data into a single field passed to PayPal.

- `custom` = {entered first name}":"{entered last name}":"{entered employer}":"{entered occupation} (first name, last name, employer, occupation separated by a colon (:) – for example, **SARAH:SMITH:CoCo:President**)

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Setting up Express Checkout to Collect Donor Data

If your campaign uses Express Checkout, you must use the "Custom" field to capture donor data. See the Set Express Checkout API Operation Reference ([NVP](#) and [SOAP](#)) for specific details.

Using the "Custom" field

The Set Express Checkout API call has a Custom field that can be used to pass proprietary information through to reports. In this case, you would concatenate the entered data into a single field passed to PayPal.

- CUSTOM = {entered first name}":"{entered last name}":"{entered employer}":"{entered occupation} (first name, last name, employer, occupation separated by a colon (:)) – for example, **SARAH:SMITH:CoCo:President**

NOTE: Not all PayPal reports support the "Option" fields. Consult the documentation for the report you are using to determine if Option fields are supported. All detail reports support "Custom" fields but information will not appear on monthly summary reports.

PayPal Reporting

Option 1: Using the "Option" fields

If "Option" fields were used to pass the information, it will appear in the PayPal reports similar to this example:

	Option 1 Name	Option 1 Value	Option 2 Name	Option 2 Value	
0	DisclosureName	Sarah Smith	DisclosureEmployerOccupation	CoCo,President	
0	DisclosureName	Wylie Coyote	DisclosureEmployerOccupation	Acme,Tester	
0	DisclosureName	Bob Jones	DisclosureEmployerOccupation	My Company,Servant	

Frequently used reports which support the "Option" fields data include:

- Transaction Reconciliation Report
- Download History Report

Option 2: Using the "Custom" field

If "Custom" fields were used to pass the information, it will appear in the PayPal reports similar to this example:

	Custom Number	Receipt
	Sarah:Smith:CoCo:President	
	Wylie:Coyote:Acme:Tester	
	Bob:Jones:My Company:Servant	

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