



Expenditures: Schedule F – Coordinated Party Expenditures

Political Party Committees must itemize/report coordinated party expenditures on **Schedule F – Coordinated Party Expenditures**. Coordinated Party Expenditures are similar to regular expenditures except they have some additional fields for the **Designated Committee** and **Subordinate Committee**.

Schedule F expenditures can be recorded in Crimson and then imported into CrimsonFiler or they can be uploaded directly into your CrimsonFiler FEC report.

**Please note: Refer to the [CrimsonFiler: Expenditures](#) guide on the HelpDesk for directions on how to enter expenditure data directly into FEC reports in CrimsonFiler.

Entering Schedule F (Line 25) – Coordinated Party Expenditures into Crimson:

You will add **Coordinated Party Expenditures** into Crimson in the same manner as normal expenditures except you will need to include additional information for the **Designated Committee** and **Subordinate Committee**.

Once you have selected the FEC line number of **SF25 – Coordinated Party Expenditure** in the **Edit Disbursement** screen, the additional **Designated Committee** and **Subordinate Committee** fields will appear: Designated Committee FEC ID, Designated Committee Name, Designated checkbox, Subordinate Committee FEC ID, Subordinate Committee Name, Subordinate Street, Subordinate Address Line 1, Subordinate City, Subordinate State, Subordinate Zip, and Subordinate Zip + 4.

Once you have completed all of the fields, click the **Save** button.

The screenshot shows the 'Edit Disbursement' screen in the Crimson system. The 'FEC Number' dropdown is set to 'SF25 - Coordinated Party Expenditure'. The 'Designated Committee' and 'Subordinate Committee' sections are highlighted with a red box. The 'Designated Committee' section includes fields for 'Designated Committee FEC ID', 'Designated Committee Name', and a 'Designated' checkbox. The 'Subordinate Committee' section includes fields for 'Subordinate Committee FEC ID', 'Subordinate Committee Name', 'Subordinate Street', 'Subordinate Address Line 1', 'Subordinate City', 'Subordinate State', 'Subordinate Zip', and 'Subordinate Zip + 4'. The form also includes fields for 'Name', 'Other Election', 'Adjustment Type', 'Adjustment Date', and 'Check Indicator'. The 'General Ledger' and 'Ultimate Vendor' sections are also visible on the right side of the form.

**Please note: Refer to the [Crimson: Importing New Expenditures or Treasury Receipts](#) guide or the [Crimson: Expenditure Data Entry](#) guide for instructions on how to enter expenditures into Crimson.