

GIFT GIVING GUIDE

To help ensure that City decisions are (and are perceived to be) fair and impartial, state and City laws regulate who can give gifts to City officials. A **gift** is anything that provides a personal benefit to an official when the official does not provide consideration of equal or greater value in return. This is an overview of the laws that limit the giving of gifts to City officials; other restrictions or exceptions may apply. For additional guidance, please call the Ethics Commission at (213) 978-1960 or visit ethics.lacity.org.

Start here.



Are you a **lobbyist** or **lobbying firm**?

No

Yes

If you are seeking to influence a City agency, you are **prohibited** from giving a gift of any value to an elected City official or to any official in the agency you are seeking to influence. You also may not act as an intermediary in the making of a prohibited gift to an official.

Are you a **restricted source** to the City official?

You are, if you engaged in one or more of the following activities:

- 1) Entered into, performed under, or sought a contract with the official's agency (or, for elected City officials, any agency);
- 2) Attempted to influence the official in the past year in a City matter that would have a direct financial effect on you; or
- 3) Had a license, permit, or other entitlement for use pending in the last year before the official or a body of which the official is a voting member.

No

Yes

You are **prohibited** from giving gifts to the official that exceed **\$100** in value in a calendar year.

This is a cumulative limit, so you should keep track of the gifts that you are giving to a particular City official. As a restricted source, you also may not act as an agent or intermediary in the making of one or more gifts from another person that exceed this limit.

If you are a disclosable source to a City official (you engage in activity described in the official's **conflict of interests code** disclosure category), you may give the official gifts totaling up to **\$470** per calendar year.

If you are not a disclosable source, you may give gifts of any value.

Remember

Despite what kind of source you are, you should **never** offer or make a gift when it is reasonably foreseeable that the City official could be influenced by the gift or when it is given in exchange for an official action.

Don't forget the fine print:

City officials are required to report gifts and the sources of those gifts on their statements of economic interests if the total value of all the gifts they received from a single disclosable source during a calendar year is \$50 or more.