

2023 ANNUAL STATEMENT OF FINANCIAL DISCLOSURE
Schenectady County, New York

FILING REQUIREMENT: COMPLETED FORM DUE BY APRIL 30, 2024

Schenectady County Ethics and Disclosure Law (Chapter 95) requires certain designated County officers and employees to file an Annual Statement of Financial Disclosure in accordance with the provisions of Article 18 of New York State General Municipal Law. Individuals who knowingly fail to file a disclosure, or file false statements on a disclosure are subject to civil penalty, criminal prosecution, and/or County disciplinary action.

For detailed information concerning process, penalties, appeals and extensions, please refer to the County Ethics Disclosure Law on our website [https:// www.schenectadycountyny.gov/ethics](https://www.schenectadycountyny.gov/ethics).

New York State (NYS) Filers: Individuals that file a NYS Financial Disclosure Form may submit a copy of their NYS filing to the Schenectady County Board of Ethics (BOE) in lieu of completing this form. Please notify the BOE if you are a NYS filer and provide a copy of your NYS Disclosure Form (email or deliver to address below) no later than May 15, 2024.

PREFERRED METHOD FOR COMPLETING AND SUBMITTING DISCLOSURE FORM:

ONLINE (SDL SECURE PORTAL): Click the link below to complete, sign, and upload your Financial Disclosure Form and any Supplements. [SDL Financial Disclosure Form](https://www.schenectadycountyny.gov/ethics)

Important: If additional space is needed to complete any questions on the Disclosure Form, please download and complete a Supplement for Sections A, B, C or D (as applies) from the website [https:// www.schenectadycountyny.gov/ethics](https://www.schenectadycountyny.gov/ethics), and then **upload** the Supplement/s directly to the portal at the end of each Section.

ADDITIONAL METHODS FOR COMPLETION & SUBMISSION:

(1) ***EMAIL:*** Download and complete PDF Form (fillable) at [https:// www.schenectadycountyny.gov/ethics](https://www.schenectadycountyny.gov/ethics) and email to ethics@schenectadycountyny.gov

(2) ***IN-PERSON or U.S. MAIL:*** Download, complete and sign PDF Form.

Deliver/ mail to: **Schenectady County Board of Ethics c/o County Auditor's Office**
620 State Street, 6th Floor
Schenectady, NY 12305

Important: : If additional space is needed to complete any questions on the **Disclosure Form**, please download and complete a **Supplement** for **Sections A, B, C or D** (as applies) and then **attach** to your email (or print and attach to your hard copy submission). **Supplements A-D** can be found on the website [https:// www.schenectadycountyny.gov/ethics](https://www.schenectadycountyny.gov/ethics)

Please retain a copy of your completed form your records.

*Questions should be directed to Steven McCutcheon, Deputy County Auditor @ 518-388-4639 or via email at ethics@schenectadycountyny.gov.

DEFINITIONS OF TERMS USED

Please refer to the following definitions when completing your Disclosure Form:

“Spouse” means your husband or wife unless you are legally separated.

“Domestic Partner” (as defined by the *NYS Ethics Reform Act of 2022*) is a person with whom you have entered into a domestic partnership or similar relationship pursuant to the laws of the United States or any state, local, or foreign jurisdiction or who is listed as your domestic partner on any registry maintained by the employer of either party, state, municipality, or foreign jurisdiction.

“Dependent Child” means your son, daughter, stepson, or stepdaughter who is are under age 18 or included as a dependent under the provisions of *Internal Revenue Code Section 152(a)(1) and (2)* as amended. This may include students under age 24 if listed as a dependent on your 2023 tax return.

“Family Member” means yourself, your spouse, your domestic partner, or your dependent children as defined above.

“Interest In” means a direct or indirect pecuniary or material benefit that accrues to you or your family member because of any contract or employment with an individual, firm, partnership, corporation, association, or other entity.

“Contract” includes any claim, account, demand, or other verbal or written agreement- express or implied.

“Reporting Period” means the Calendar Year, beginning **January 1, 2023, and ending December 31, 2023.**

“Reporting Category” refers to the LETTER CATEGORY in the chart below.

CATEGORY	\$ RANGE	CATEGORY	\$ RANGE
A	NO COMPENSATION	E	\$60,001 to \$100,000
B	Under \$5,000	F	\$100,001 to \$250,000
C	\$5,001 to \$20,000	G	\$250,001 or more
D	\$20,001 to \$60,000		