

Congressional Facility Visits



GETTING STARTED

- **Identify Your Legislators**
 - If you are unsure about which Members of Congress represent your facility, please contact NPGA, or visit <https://www.house.gov/representatives/find-your-representative>.
 - Contact Eric Sear, NPGA’s Manager of State Association Relations at, esears@npga.org
- **Timeline**
 - Identify a few dates in August that you are available to host a site visit or attend a meeting with your legislator at their district office. NPGA is already working on scheduling meetings for the August recess. Scheduling typically takes 2-4 weeks, depending on the Congressional office.
- **Company Information**
 - NPGA will need some basic information about your company to set up a meeting, including **physical location address, names of those expected to attend, a day-of point of contact, preferred time of day for a visit.**

SITE VISITS

- **Firsthand Experience**

- Hosting a legislator or their staff at your facility allows them to see your business's day-to-day operations and develop firsthand connections to your company, employees, and the propane industry.

- **What To Expect**

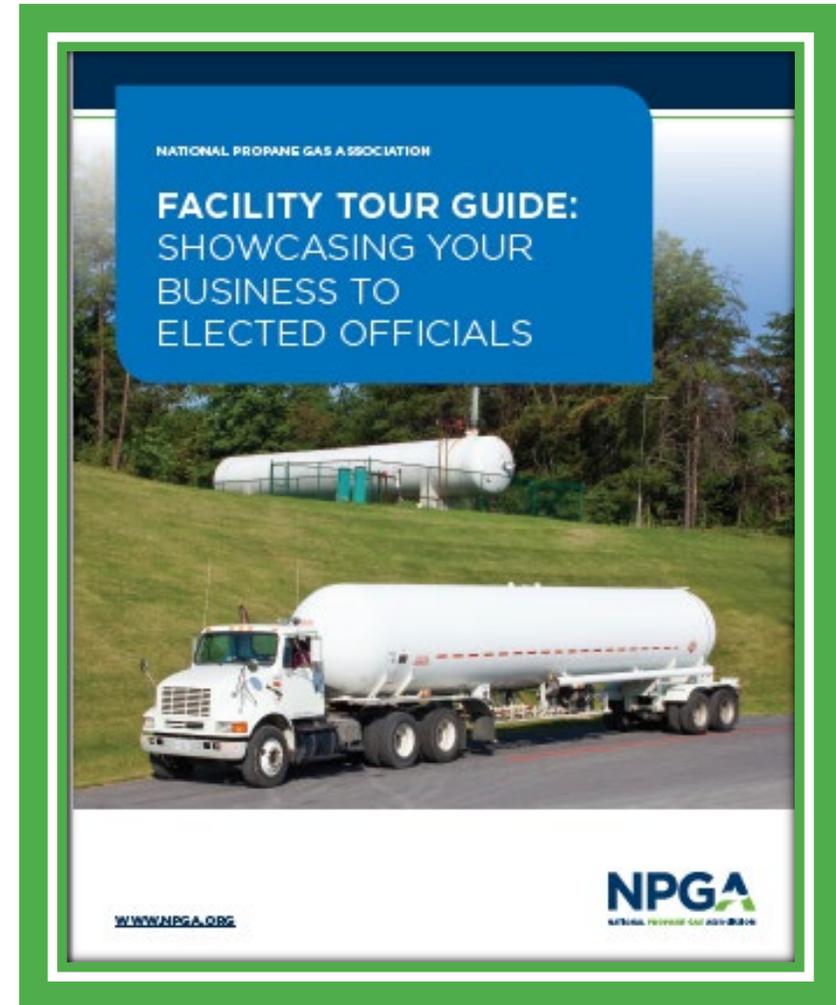
- Depending on a visitor's availability, a typical visit lasts approximately 35 min to 1 hr.
- In addition to learning about policy priorities, legislators want to see the day-to-day operations of your facility and interact with your employees.

- **How To Prepare**

- Set a flexible agenda for the event to make sure you have time to discuss policy priorities and show visitors key areas and activities at your facility.
- Develop talking points about your company. It is critical to highlight the importance of the propane industry for their district and how you serve their constituents as customers.

SITE VISIT GUIDE

- Learn more about site visits and how to prepare for your own with NPGA's Site Visit Guide. The document is housed on the Propane Days 365 portal on our website:
- npga.org/advocacy/advocacy-areas/legislative-affairs



EDUCATING LEGISLATIVE STAFF

- **Importance**

- If the legislator is unable to visit your facility or meet with you in the district, engaging their staff is just as important. Staffers brief their bosses on their activities and will share the information you share. Additionally, staffers are required to be policy experts, and teaching them about the propane industry is incredibly valuable when their boss is preparing for a vote.

- **What To Expect**

- Many staffers are recent college graduates that are ambitious and inquisitive.

- **How To Prepare**

- Develop talking points about your company. It is essential to highlight the importance of the propane industry for their district and how you serve their constituents as customers.
- Ask questions about the staffer. Learning their background helps strengthen relationships.

Review district information and policy documents provided by NPGA.

LEVERAGE YOUR ENGAGEMENT

- **Follow-up**
 - Send a thank-you note to the legislator and/or their staff
 - Take photos**
 - Highlight your meeting on social media and share the information with NPGA's social platforms**
 - Share details about your meeting with NPGA staff

** Most legislators appreciate photos and follow-up coverage but please be sure to confirm with each office.



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Ready to Participate?

Contact Eric Sears at esears@npga.org.

The background of the slide is a composite image. On the left, there are several classical stone columns, likely from a government building, rendered in a dark, muted color. On the right, there is a close-up, slightly blurred image of a gas stove burner with a bright blue and orange flame. The overall color palette is dark, with the green bar and logo providing contrast.