



CONGRESSIONAL
MANAGEMENT
FOUNDATION

THE PARTNERSHIP FOR
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**What to Expect When Meeting
Members of Congress & Staff**

Agenda

- What DO Members of Congress Do and Who Do They Talk To?
- Congressional Staff
- Research on Citizen-Advocate Meetings
- 10 Tips When Meeting with Congress

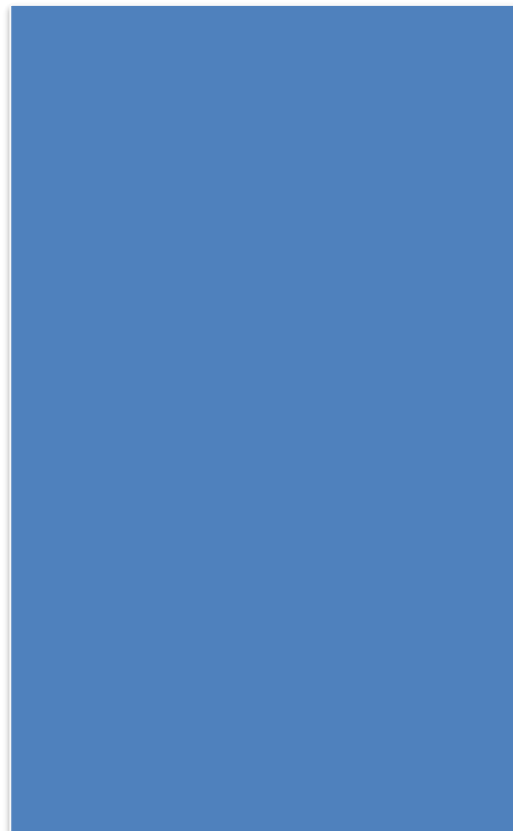
Sources

- Survey of Members of Congress
- Surveys of Congressional Staff
- Focus Groups, Interviews, with Members and Staff
- CMF Consulting with Congressional Offices

What DO Members of Congress Do and Who Do They Talk To?

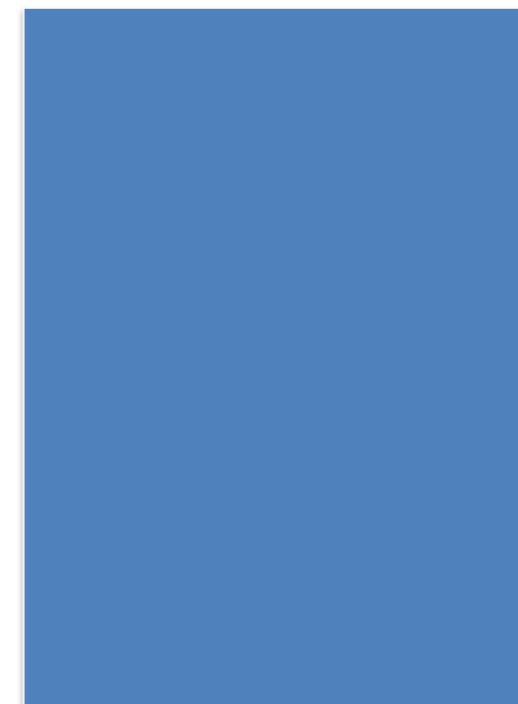
Average Hours Per Week Worked by Members

70



Chamber in session

59



Chamber out of session

Typical Member Schedule - AM

6:00 am – Rise, exercise, read papers, send Blackberry messages to staff

8:00 am – Attend “Meet & Greet” with industry lobbyists

9:00 am – Review schedule with staff

9:15 am – Place phone calls to other Members

9:30 am – Meet teachers group from district

9:45 am – Meet with CEO of U.S. Textiles Inc. (largest employer in district)

10:00 am – Go to committee hearing on water conservation

10:15 am – Skip out of hearing - Meet with timber lobbyist and VP from local logging company

10:30 am – Ask two questions at hearing

10:35 am – Run to Senate office building for press conference party’s education initiative

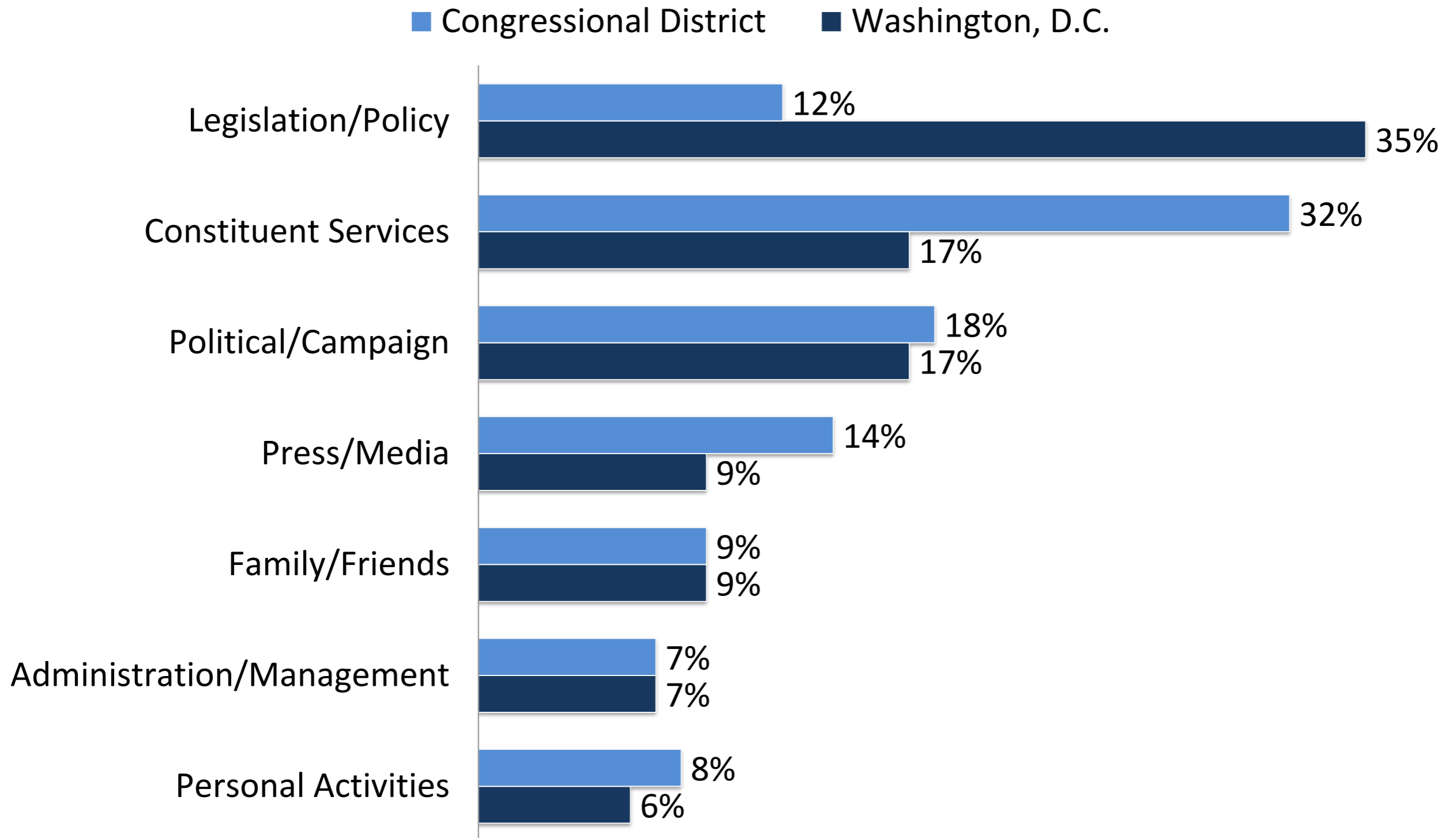
10:40 am – Attend press conference with 20 Members

11:00 am – Run to party headquarters

11:05 am – CALL TIME

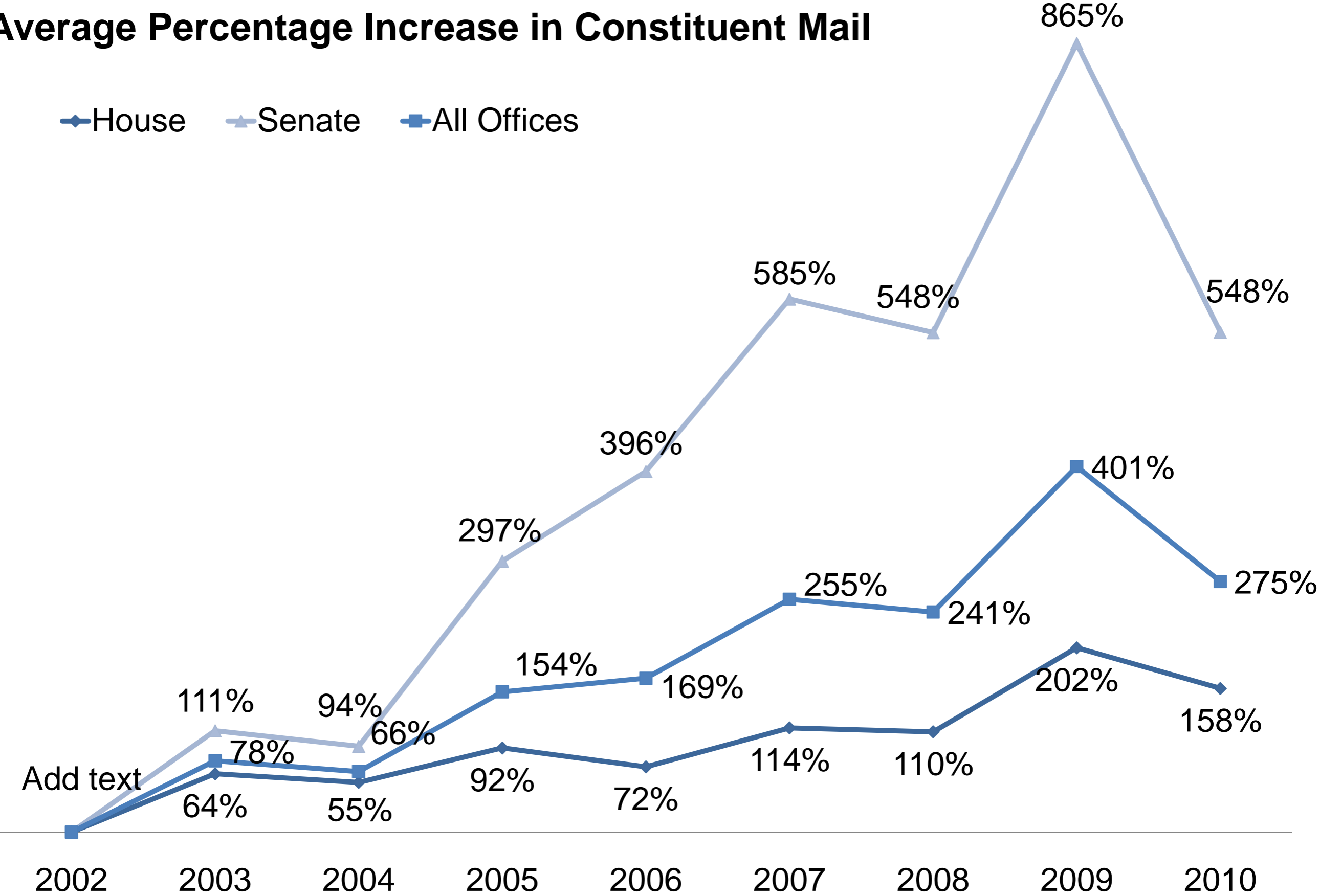
12:00 pm – Lunch – (hot dog and chips), while calling West Coast contributors

Member Time Spent on Major Activities



Average Percentage Increase in Constituent Mail

◆ House ▲ Senate ■ All Offices



“I have told paid lobbyists for years that any lobbyist worth his salt will concentrate on getting my constituents to tell me what they think...not what he thinks. He better spend his time getting them to write me because that’s what I listen to.”

- Republican Senator

Congressional Staff

Staffing

Number of Full Time House Staff 18

Year House Staff Number Frozen 1974

Congressional Staff

Chamber	D.C.	District/State	Total
House	8-9	6-7	15
Senate	22	13	35

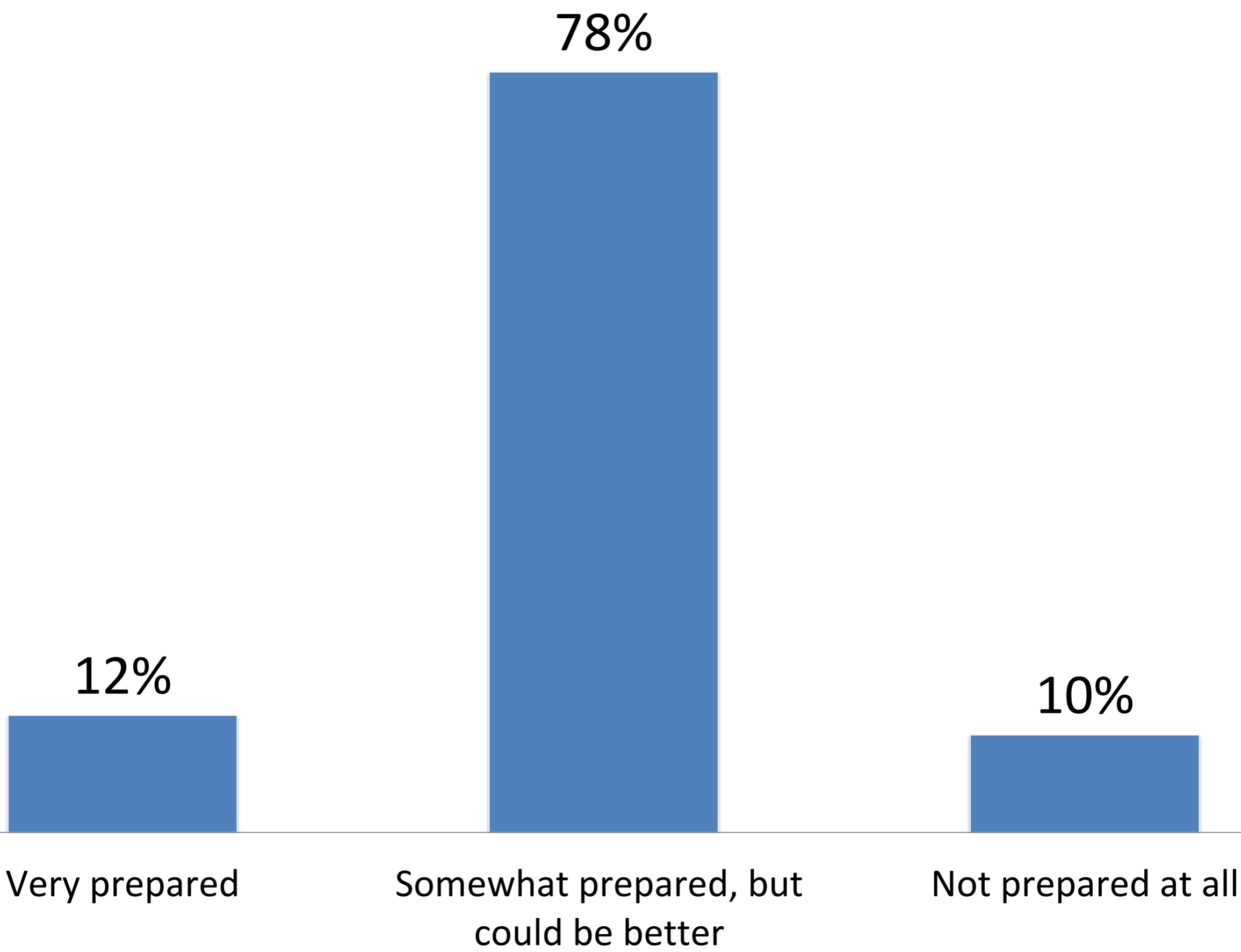
Congressional Staff Positions

- Chief of Staff
- District/State Director
- Legislative Director
- Legislative Assistant
- Scheduler

Research on Citizen-Advocate Meetings

Survey Question

“In your opinion, how prepared is the typical constituent you meet with?”

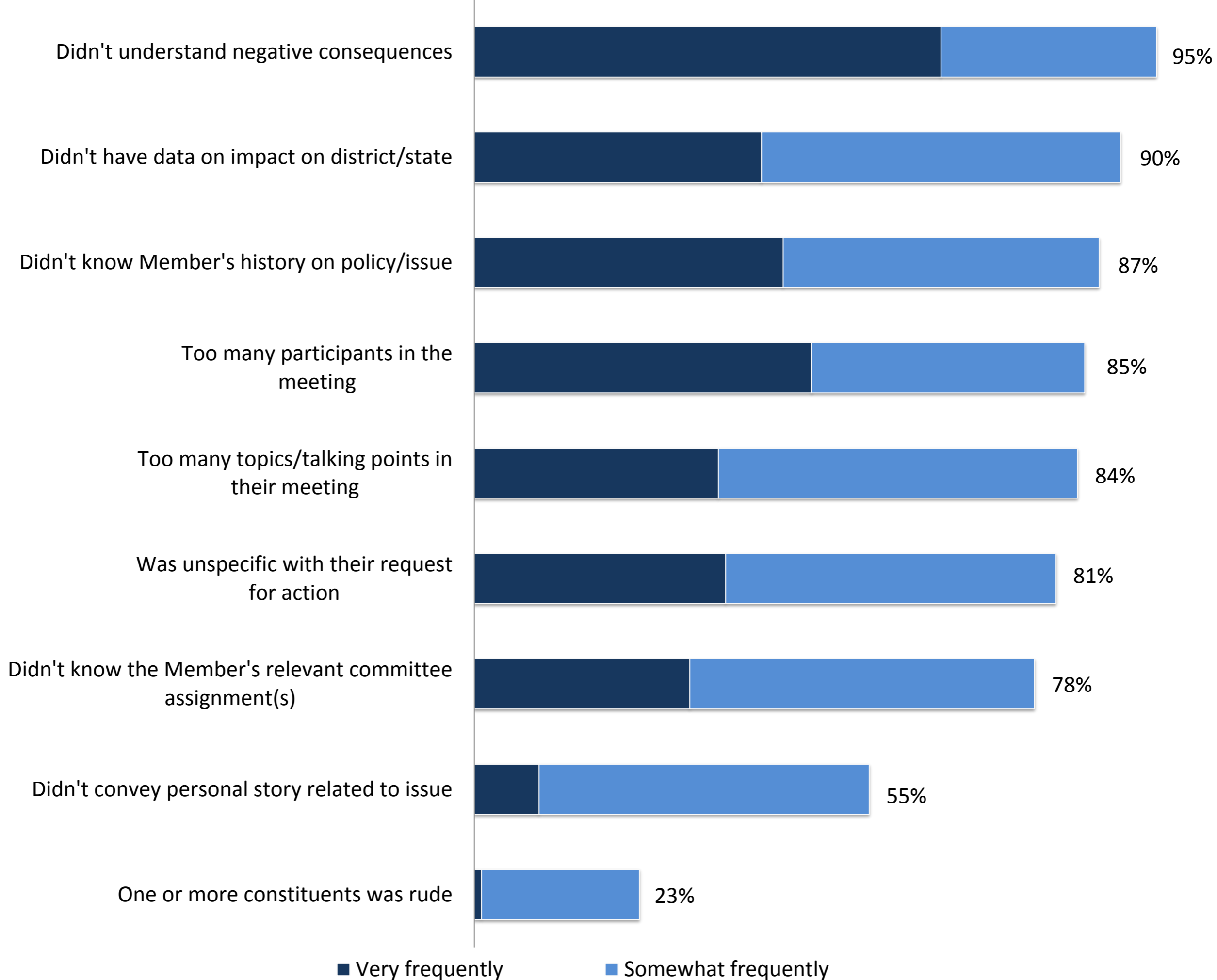


“The lack of preparation for meetings is a real problem. It's disappointing when constituents and/or lobbyists come in for meetings and they are clueless about the Congressman, district and committee assignments.”

- House Chief of Staff

Survey Question

How frequently do you experience the following in constituent meetings?



10 Tips When Meeting with Congress

10 Tips When Meeting with Congress

1. Be clear on the goal
2. Know who you're talking to
3. Know your issue
4. Connect your issue to the Member's district or state
5. Keep it short

10 Tips When Meeting with Congress

6. Deliver message in first 5 minutes
7. Never go off-message
8. The less paper, the better
9. Don't dis' the help
10. Follow-up ASAP.



“We in America do not have government by the majority. We have government by the majority who participate.”

- Thomas Jefferson

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