

House Appropriations Committee
Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and
Related Agencies

Instructions for Public Witness Testimony Submission

Fiscal Year 2020 Appropriations

The Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies will be accepting written testimony from interested public witnesses on the Fiscal Year 2020 budget. Testimony will be accepted on programmatic issues under the jurisdiction of the Subcommittee. Testimony regarding earmarks, as defined by clause 9(e) of Rule XXI of the Rules of the House, will not be considered.

Guidelines

Testimony must conform to the following guidelines or it will not be printed for the record.

Format:

- Do not exceed four pages;
- Testimony must be typed on 8.5 x 11 paper, single spaced, 12 point font, with one-inch margins;
- At the top of the first page, clearly indicate your name, title, and institutional affiliation (if any);
- Clearly indicate, in the first paragraph, the Agency or Department that your testimony addresses;
- Do not include color or detailed photos as the hearing volume will be photographically reproduced. However, use of charts and tables and the use of appropriate bold type and bullets are acceptable, as long as they are within the four page maximum length.
- To protect your privacy, do not include the following in the written testimony (you may include this information in the body of the email separate from the written testimony):
 - Personal Address
 - Phone Numbers
 - Signatures

Delivery Instructions:

- Please email your testimony to Ag.Approp@mail.house.gov.
- Please include in the subject line: FY2020 Written Public Testimony For the Record
- Do not send testimony via fax or mail. Only electronic submissions will be accepted.
- Please include your contact information in the email along with subject matter of testimony.
- Please include a signed electronic copy of the Truth in Testimony form.

Deadline:

- The deadline for emailing testimony to the Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies is **April 5th**.

Thank you for your interest in the Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies. If you have any questions, please contact Subcommittee staff at (202) 225-2638.