

House Committee on Appropriations

Subcommittee on Interior, Environment, and Related Agencies

### **Instructions for FY2023 Member Day Hearing**

The Interior, Environment, and Related Agencies Appropriations Subcommittee has scheduled a hearing to receive testimony from Members of Congress on the agencies and programs under the jurisdiction of the Subcommittee on **Thursday, April 7**.

For Members who are testifying:

- Each Member will have a maximum of five (5) minutes for oral remarks.
- The order of appearance and additional hearing details will be provided prior to the hearing.
- An electronic copy of the Member's testimony is due to the Subcommittee on April 5, close of business.
- Each office **should provide a cell phone number** for the Member's point of contact so the Subcommittee staff can update his or her office on any last-minute changes to the schedule.

For Members who are unable to testify but wish to submit written testimony, please make note of the following guidelines:

- Written testimony must be single-sided and not exceed five pages;
- Written testimony must be double-spaced on standard letter size paper (8.5 inches by 11 inches) with one-inch margins and at least 12-point size font;
- Written testimony must clearly indicate the Member's name and district at the top of the first page;
- Written testimony must not include color or detailed photos as the hearing volume will be photographically reproduced. However, the use of charts and tables and the use of appropriate bold type and bullets are acceptable if they are within the five-page maximum limit.
- Written testimony must be submitted to the Subcommittee for placement in the public hearing record by close of business on **Thursday, April 14, 2022**.

If you have any questions, please contact the Subcommittee at (202) 981-1438.