



# National Association of Federally Impacted Schools

444 N. Capitol St., NW, Ste. 419 | Washington, DC 20001 | (p) 202.624.5455 | [www.NAFISDC.org](http://www.NAFISDC.org)

## **Schedule Your Hill Visits Ahead of the NAFIS Conference**

The NAFIS Conference is just around the corner and a key element of any successful NAFIS conference is Hill Day. The Tuesday of each conference is set aside for attendees to meet with their Congressional representatives to discuss relevant topics around Impact Aid.

### **Step 1: Find your Members of Congress**

Visit the NAFIS website ([www.nafisdc.org](http://www.nafisdc.org)) and click the "Contact Congress" button. Find your Members of Congress (one member of the House of Representatives and two Senators) by typing your zip code (or your school district's zip code) into the "Find Officials" tab.

### **Step 2: Do Your Research**

Each Member profile contains a wealth of information: bio, contact information, office locations, committee assignments, etc. Scroll to the bottom for list of staff assignments. It is common to meet with a staff member instead of the Member of Congress. Staff are often the experts on the issues and advise the Member of Congress how to vote. In most cases, you will want to meet with the staffer responsible for education or appropriations issues (but possibly the person who handles military or Indian affairs).

### **Step 3: Contact the Office**

The telephone number for the Washington, D.C. office is included in the Member profile or you can call the capital switchboard to be direct you to any office. Ask to speak directly to the staff member with whom you want to meet. If you wish to meet with the Member of Congress, contact the executive assistant or scheduler. Hill staff are busy and may be unavailable, so be sure to leave a message and follow up. Email is often the best way to contact Hill staff. The House and Senate use two different email formats for their employees. Generally, the format is:  
House emails: Firstname.lastname@mail.house.gov  
Senate emails: Firstname\_lastname@senatortlastname.senate.gov

When you call the office or email the staff contact, let them know your title in the school district, the date and time you would like to meet, the number of people accompanying you, if any, for the meeting, and that the meeting will focus on education issues, including Impact Aid.

### **Step 4: Let NAFIS Know Who You're Meeting With**

NAFIS staff need to know the reach of NAFIS conferences. Tracking the number of visits and the offices NAFIS members meet with helps with follow-up meetings and the general advocacy strategy.

**Need Help? Contact Jocelyn Bissonnette ([Jocelyn@nafisdc.org](mailto:Jocelyn@nafisdc.org) or 202-624-5455).**

## **THE NAFIS FAMILY**

### **MISA**

Military Impacted  
Schools Association

### **NIISA**

National Indian Impacted  
Schools Association

### **FLISA**

Federal Lands Impacted  
Schools Association

### **MTLLS**

Mid-to-Low-LOT  
Schools