



Testifying at the Statehouse

1) Find Bill Information

All the information about any bill will be listed under legislation on the [General Assembly's website](#).

A screenshot of the Indiana General Assembly 2022 Session website. The top navigation bar includes links for Information, Session, Committees, Legislation (highlighted with a red circle), Laws, and Publications. Below this, there are tabs for Bills, Resolutions, By Legislator, and By Subject. The main content area is titled "Bills for 2022 Session" and contains a list of bills for the Senate and House. The Senate list includes bills such as SB 1: Automatic taxpayer refund, SB 2: Various education matters, and SB 3: Administrative authority. The House list includes bills such as HB 1001: Administrative authority; COVID-19 immunizations, HB 1002: Various tax matters, and HB 1003: Nursing programs and licensing matters. Red arrows point to the "Legislation" menu and the "Bills for 2022 Session" section.

Click on a highlighted bill on the list and click on "bill actions" on the left menu to find the actions and committee info for your bill. Click on highlighted committee text:

A screenshot of the Indiana General Assembly 2022 Session website, specifically the "Actions for House Bill 1134" page. The left sidebar contains a list of links: Latest version, Latest Fiscal Note, Bill Details, Bill Actions (highlighted with a red circle), Senate Amendments, House Amendments, Senate Roll Calls, House Roll Calls, Bill Versions, and Committee Reports. The main content area shows the actions for House Bill 1134, including "S 02/01/2022 First reading: referred to Committee on Education and Career Development" (highlighted with a red circle), "H 01/27/2022 Referred to the Senate", "H 01/26/2022 Senate sponsor: Senator Rogers", "H 01/26/2022 Third reading: passed; Roll Call 114: yeas 60, nays 37", "H 01/25/2022 Amendment #7 (DeLaney) failed; Roll Call 94: yeas 28, nays 63", "H 01/25/2022 Amendment #17 (Jacob) ruled out of order voice vote", "H 01/25/2022 Amendment #6 (DeLaney) failed; voice vote", "H 01/25/2022 Amendment #19 (Cook) prevailed; voice vote", and "H 01/25/2022 Second reading: amended, ordered engrossed".



2) Find Committee & Appearance Form

Click on the “Appearance Form” button:

Indiana General Assembly
2022 Session

Information Session Committees Legislation Laws Publications

All Standing Interim Conference

Search for Committees

Members

(S) Education and Career Development

Appearance Form

Bills Assigned to this Committee

Feb. 9, 2022 01:30pm Senate Chamber
Jan. 26, 2022 01:30pm Senate Chamber
Jan. 19, 2022 01:30pm Senate Chamber
Jan. 12, 2022 Upon Adj. of Session Senate Chamber
Jan. 5, 2022 10:30am Senate Chamber

Site Map Contact Us Find Your Legislator Accessibility Agency Reports Portal in.gov Find an Agency Find a Person

Fill out the online appearance form:

Indiana General Assembly
Committee Appearance Portal

Appearance Form

Please fill out the following information to submit your request to testify. Please note that this form may only be completed and submitted on the day the committee is scheduled to meet.

* = Required information

* First Name

* Last Name

Representing

Senate

Education and Career Development



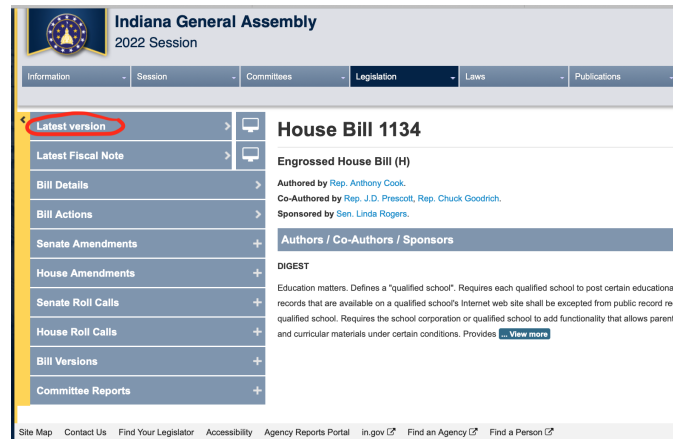
3) Where To Go & Logistics

Now that you are signed up to testify, where do you go?

- Budget time to park and walk to the Statehouse.
- Look at a [map](#) to know exactly where you are going.
- There are several parking garages nearby - plan ahead!
- There is meter parking in the area. [The ParkMobile app](#) is a way to pay for parking in downtown Indianapolis. Simply download the app and enter some information, including your license plate number and card number. If you do use meter parking, you will want to select the maximum time allowed on the meter and know that you may have to leave to feed it (or risk getting a ticket) if the app is not an option for you.
- Enter the Statehouse from the public entrances on the east or west sides. You will have to go through security with a metal detector. Budget time to go through security. The time this takes depends on how many people are in line.
- If you don't know where you are going, feel free to ask for the location of your specific hearing. The security people and staff at the information desk should be able to point you in the right direction.
- Committee hearings could be located in the House or Senate chambers, rooms on the 4th floor and some rooms on the 1st floor (the basement).
- Keep in mind that the floors are confusing. The main level where you enter is actually floor 2, and the basement is floor 1. For example, you might only need to go up one flight of stairs to get to the third floor where the chambers are located
- Proceed to the room, and confirm you are signed up to speak. There have been some technology glitches with the online appearance form signup, so it doesn't hurt to confirm. There will likely also be paper slips for signups at the front of the room.
- Look for our lobbyist, Joel Hand, or other ICPE contacts for additional help on what to say and do. [Contact us](#) ahead of time if you would like our guidance and support!

4) What To Say / Crafting Testimony

- Prior to going to the statehouse, please review ICPE's [Blog & Statehouse Notes](#) and [Legislative Bills](#). These resources will give you an excellent idea of what bills are under consideration, where they are in the process at any given time, and information on what the bills are about, and talking points about them.
- You should speak on the bill based on its current form (understand that amendments that may have occurred) and READ THE ACTUAL BILL before you speak on it. You can find the "latest version" of the bill on the individual bill page on the website:



- We strongly suggest that you consider referencing specific pages and lines of the bill. This establishes credibility and shows the legislators that you have read the bill.
- In addition, the big picture is important too. Please review [Why Public Schools?](#) for some great general talking points about supporting public schools.
- YOUR story is important! What is your story? What school does your child attend? How does the bill connect to you and your life? Why do you support or oppose the bill?
- Know the time you will be allotted (sometimes this is in the meeting agenda).
- Talk about things in a way that is comfortable to you. Some combination of the three things outlined above (specific bill talking points, overall public education talking points, personal story) is great, but please remember to keep it brief. You will probably only have 2-3 minutes to speak in a hearing.
- Write out either bullet points or the full statement. Many people like to write their entire statement to ensure they can fit in everything they want to say. Bring a paper copy if it's easier for you to read.
- Time yourself. A ballpark number is 150 words/minute.
- Your power is projecting who you are. While the room will be full of people wearing suits, you should dress in a way that makes you feel comfortable in that context. Usually business casual attire is recommended, but the Statehouse is the people's house.
- Know that your presence matters and YOU are making a difference!
- Realize that you are testifying and you may be questioned at the end of your testimony. Try to be prepared and anticipate questions. If you don't know the answer to the question, it's ok to say that!



5) Thinking About Tone

If possible, for the purpose of reaching committee members, imagine that they are trying to do good work and share some of your values. Appeal to any values that you believe you may hold in common.

There is space for indignation, too. If you need to express indignation or distress, it may be helpful to think of focusing it on ideas rather than personalities.

Basic civility is important and will make it more likely that they will hear you and will be able to respond to you in kind.

6) Share

**Wow...that wasn't so bad! In fact, it was interesting and empowering!
Now what? SHARE!**

Please let us know who you talked to and how it went! Email us at info@indianapubliceducation.org

Spread the word FAR and WIDE. Testifying is a big deal. Inspire others to do what you just did! Take a Statehouse selfie and use social media to share your experience with others! Don't forget to tag ICPE!