



We envision a future in which glass is the material of choice to enhance spaces where people live, play, learn, work and heal.

NGA Glass & Glazing Advocacy Days FAQs

Thank you for your interest in the NGA Glass & Glazing Advocacy Days event. Based on feedback gathered from previous participants, here are responses to common FAQs to help build appreciation of the lobbying process and make the most of this important advocacy opportunity.

Q: Will I be meeting with the Senators and Representatives from my state?

A: NGA works with K&L Gates, our government affairs contractor, to schedule Congressional meetings on Day 2 of the event. Attendees will be assigned to small groups, and each group will be given a schedule of legislative meetings, determined first and foremost in relation to NGA's policy priorities. Meetings with your "home" legislators can be very effective, and will be scheduled with your District or State legislators if K&L Gates determines your legislator has a direct impact on one or more of our priorities.

Note that many of the meetings may be with legislative staffers. Meeting with a staffer does not mean the legislator doesn't care about the meeting or the issue. It simply means he or she is not available due to the high demand on their time. Congressional aides are more available and very knowledgeable, and most importantly, have the trust of the legislator. A meeting with a staffer or aide can be as effective as a meeting with the legislator.

Q: Do I have to join my small group for legislative meetings, or can I schedule meetings on my own?

A: Legislative offices generally are more favorable to scheduling meetings when they get to meet with a group instead of just one or two individuals. We will aim to keep the group sizes small to be sure all participants have a chance to speak. Let NGA staff know ahead of time if you have an existing relationship with a legislator that you would like your small group to visit.

Q: NGA's issues don't relate directly to my company. Can I just talk about my own company's needs during these meetings?

A: NGA Glass & Glazing Advocacy Days is our industry's opportunity to talk about the priority issues that NGA and our government affairs contractor feel will have the most impact on the entire glass industry and are directly related to current legislation. By taking part in NGA Glass & Glazing Advocacy Days, you are lending your voice to help NGA advance these priority issues. We need every NGA Glass & Glazing Advocacy Days participant to stay focused on these priority issues to get our points across during these brief meetings. We recommend you contact your Senator or Representative by email or at their home office to discuss how they can help with issues directly related to your company.

Q: How can I prepare for the event? Can I get my small group's legislative meeting schedule in advance?

A: We plan to dedicate time on Day 1 of the event to review the priority issues and the related one pagers. You will meet your small group on Day 1 to get to know each other and to decide your roles and speaking points. We will work with groups to discuss probable scenarios, what to do when things don't



go well, and have time for Q&A. While we do attempt to solidify legislative meetings well in advance of the event, the schedules of legislators and their staffers change frequently. This leads to shifts and updates to our small group legislative meeting schedules, even on the day of the event. Each small group will receive their schedule on Day 1 of the event, with time to review the bios of the offices they will visit.

Q: I want to read the full bills that we are asking Congress to support.

A: Reference NGA's one pagers in advance and see the current bills for which we are seeking support. Then go to [Congress.gov](https://www.congress.gov) and put the bill number (starting with H.R. or S.) in the search bar at the top and hit enter. Click on the corresponding search result to see an overview of the bill's progress. Click on the Text tab toward the bottom of the page to read the full bill.

Q: What should I wear to the event? What can I bring with me to the legislative meetings?

A: Please wear professional business attire - suits or blazers and slacks or skirt - for the event, as we will be meeting with legislators and their staff. On Day 2 of the event, prepare for extensive walking between meetings on Capitol Hill, both indoors and outdoors between buildings; wear comfortable, supportive, closed toe shoes.

Security checkpoints are in place at all legislative building entrances. Minimize bags and purses to expedite security screening. Bring your business cards, a small notebook, pen and valid photo ID. If rain is expected, bring a small travel umbrella. A snack and water bottle can be helpful to bring energy up between meetings.

Q: Should we bring a small token or gift for the legislators so that they remember NGA and our meetings? Maybe some NGA stickers or buttons?

A: There are very complicated rules surrounding federal legislators and their staff accepting even small gifts or tokens of appreciation, and it is not encouraged in general. We do not want to run afoul of any of these rules or be seen negatively by the legislators' offices as trying to buy favors. As such, please do not hand out anything other than the provided NGA one pager documents (NGA staff will provide printed copies on Day 1 of the event) and your business cards.

Similarly, please refrain from discussing voting or campaign donations while in Congressional offices; any campaign-related activity in an elected official's office could result in a serious ethics violation.

Q: What can we expect to accomplish? Will we get any bills passed?

A: Good things often take time, and lobbying Congress is no exception. While there is often no immediate win directly attributed to these meetings, they are not for nothing. It takes time and persistence to raise awareness of our industry and its unique needs, to build our reputation, and to identify champions in Congress who can help further our reach. Laying that foundation now by educating them on our issues and asking for their support on our priorities, greatly increases our chances for getting positive votes in the future when bills important to our industry make their way to the House and Senate floor.

