



**ROOFING
DAY IN D.C.
2024**

**April
16-17**

Tips for Successful Meetings on Capitol Hill

The week before

- Review the Roofing Day in D.C. 2024 position papers and think about how these issues relate to your business.
- Research your members of Congress to review their positions on the priority advocacy issues.

The day before

- Attend the Roofing Day in D.C. kickoff program featuring advocacy and technical training and a networking reception.
- Learn more about our advocacy issues and prioritize the ones you will discuss because you may not have time to discuss each.
- Connect with your group for congressional meetings to discuss the plan for each meeting.

Meeting day

- Dress in business attire or business casual—wear red if you have it!
- Be patient and flexible as meetings on Capitol Hill often run late and schedules frequently adapt.

Meeting conduct

- Be polite and respectful and treat staff as you would treat the elected official.
- Begin the meeting with brief introductions that include your location(s) and employee numbers.
- Consider using the phrase “the roofing industry represents tens of thousands of companies, hundreds of thousands of workers and billions of dollars of economic firepower.”
- Make your points while telling a story and allow congressional staff to express their points of view even if you disagree.
- NEVER mention campaign contributions and/or political fundraising activities in meetings with lawmakers or congressional staff.

Stay on message

- Articulate our priority issues in a clear, concise manner and explain why they are important to you and your business. This is particularly important as we speak with one voice for the roofing industry.
- Avoid distractions and try not to stray from the priority topics.
- If you don't have the information to answer a question, say so, and promise to follow up after the meeting. You can contact NRCA staff to obtain the required information. Please note this on your feedback form.
- Be mindful and always respect that time is limited. Meetings with members of Congress are generally 15 minutes while staff meetings may go longer.