

INSTRUCTIONS FOR PUBLIC PARTICIPATION (Updated 5/12/2020)

Due to the COVID-19 public health emergency declaration, the Council must alter the budget process to comply with social distancing and other public health and safety requirements. Therefore, the Council will be conducting its work remotely, including, but not limited to, the use of teleconferencing platforms to hold public hearings. Written or transcribed testimony from the public regarding the Fiscal Year 2021 budget is **highly encouraged** and will be taken by email or voice mail.

Voicemail Testimony: Each committee has a unique voicemail number set up to accept budget testimony. The voicemail program automatically limits each message to three minutes. At the beginning of the message please state and spell your name clearly, provide the name of the organization you are representing and title (if any), and then begin your testimony. The voicemail program automatically limits each message to three minutes and generates an automated transcript of each message, which will be included as written testimony in the committee hearing record.

Virtual Meeting Platform: Each committee will be using either Zoom or WebEx to conduct its hearings. Specific instructions on how each hearing will be conducted is described below. **Hearings will broadcast live on DC Council Channel 13 and streamed live at www.dccouncil.us and entertainment.dc.gov.**

Interpretation: Witnesses who anticipate needing spoken language interpretation, or require closed captioning, are requested to inform the Committee conducting the hearing of the need as soon as possible but no later than five (5) business days before the proceeding. The Committee will make every effort to fulfill timely requests; however, requests received in less than five (5) business days may not be fulfilled and alternatives may be offered.

Committee of the Whole (COW)

The Mayor's Proposed Fiscal Year 2021 Budget and accompanying legislation

Wednesday, June 17, 2020: Noon – 6:00 p.m.

Thursday, June 18, 2020: 9:00 a.m. – 6:00 p.m.

Submitting Testimony:

- Written testimony: email cow@dccouncil.us
- Voicemail testimony: (202) 430-6948
- Testimony received by close of business on **Tuesday, June 16, 2020** will be posted publicly to <http://www.chairmanmendelson.com/FY2021> prior to the hearing
- All testimony received will be made part of the official record
- The hearing record will close at 5:00 p.m. on June 26, 2020

Testifying Live:

- Email: cow@dccouncil.us and include your preferred call-in day, name, telephone number, organizational affiliation and title (if applicable) by close of business **Monday, June 15, 2020**

- The Committee will provide each witness a phone number, access instructions, and time to call in to provide testimony
- Witnesses will be limited to 2 minutes
- Only one member from each organization may provide live testimony
- The witness list detailing the panels will be circulated by close of business **Monday, June 15, 2020**

**Committee of the Whole
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: email cow@dccouncil.us
- Voicemail testimony: (202) 430-6948
- All testimony received will be made part of the official record and posted publicly to <http://www.chairmanmendelson.com/FY2021>. Testimony provided in advance will be posted prior to the start of the hearing
- The hearing record will close at 5:00 p.m. on June 3, 2020

Testifying Live:

- If you would like to be invited to testify, send email to: cow@dccouncil.us and provide your name, address, phone number, organizational affiliation and title (if any) by close of business 2 days prior to the hearing
- The Committee will confirm whether you have a live testimony slot
- Persons who testify live must submit electronic written testimony to the Committee by close of business the day before the hearing
- Witnesses will be limited to 2 minutes
- Only one member from an organization will be permitted to testify live

**Committee on Business and Economic Development
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: Complete the witness form at <https://forms.gle/njgMLQ47BfQhhoX36>
- Voicemail testimony: Complete the witness form at <https://forms.gle/njgMLQ47BfQhhoX36> first, then call (202) 430-5122
- All testimony received will be made part of the official record
- The hearing record will close at 5:00 p.m. on June 3, 2020.

Testifying Live:

- Complete Witness Form at <https://forms.gle/njgMLQ47BfQhhoX36>
- The witness list will open on June 9, 2020, at 9:00 a.m. and close on June 12, 2020, at 5:00 p.m.
- Participation is limited; witnesses accepted on a first-come, first-served basis

- The Committee will confirm whether you have a live testimony slot and provide additional instructions at that time
- Witnesses will be limited to 3 minutes each
- Organizations are limited to one witness

**Committee on Education
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: email astrange@dccouncil.us and indicate that your email is testimony in the subject line
- Voicemail testimony: (202) 430-5720
- Testimony received 48 hours before the hearing will be sent to all Councilmembers and the agency representative
- All testimony received will be made part of the official record

Testifying Live:

- By invitation only

**Committee on Facilities and Procurement
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: email facilities@dccouncil.us
- Voicemail testimony: (202) 455-4338
- All testimony received will be made part of the official record
- The record will close 5 business days after the conclusion of each hearing

Testifying Live:

- Email: facilities@dccouncil.us or call 202-741-8593 and provide name, phone number or e-mail, organizational affiliation, and title (if any), by close of business two days before the hearing
- Witnesses are encouraged to submit testimony in advance to facilities@dccouncil.us
- Live testimony will use audio only
- Only the first 35 witnesses to sign-up will provide oral testimony; the Committee will confirm whether you have a live testimony slot and follow up with additional instructions
- Individuals will be limited to 3 minutes each, ANCs will be allowed 4 minutes
- Only one member from each organization will be permitted to testify

**Committee on Government Operations
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: email governmentoperations@dccouncil.us
- Voicemail testimony: (202) 430-6322
- All testimony received will be made part of the official record
- The record will close at 5:00 p.m. on Saturday, June 20, 2020

Testifying Live:

- Government Witnesses Only
- To view the budget hearings from within the virtual platform, email governmentoperations@dccouncil.us with your name, organization, email, device name (if using video) and phone number by 5:00 p.m. on June 8, 2020. If you don't receive an email confirmation by June 10, please email governmentoperations@dccouncil.us

**Committee on Health
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: email Malcolm Cameron at mcameron@dccouncil.us with "Testimony" in the subject line
- Voicemail testimony: (202) 350-1828
- All written testimony received prior to the hearing will be circulated to all Councilmembers and staff
- All testimony received will be made part of the official record
- The record will close at 5:00 p.m. on Saturday, June 6, 2020

Testifying Live:

- Email: Malcolm Cameron at mcameron@dccouncil.us or call 202-341-4425 by 5:00 p.m. on Friday, May 29, 2020 and provide your name, organization (if any), email address, device name (if you are using video), phone number, and the agency or agencies you wish to discuss
- Confirmations will be sent out by email by 5:00 p.m. on Monday, June 1, 2020
- Individuals will be listed in the order they signed up and grouped in panels of four by the agency they are testifying about
- Witnesses will be limited to 3 minutes
- Due to technological limitations, only the first six hours of the hearing will be broadcast, however, the Councilmember will remain via the virtual platform to hear all witnesses who have signed up to testify

**Committee on Housing and Neighborhood Revitalization
Agency Budget Oversight**

Submitting Testimony:

- Written testimony – Email: housing@dccouncil.us or mail to: The Office of At-Large Councilmember Bonds, 1350 Pennsylvania Ave. NW, Suite 404, Washington, DC 20004
- Voicemail testimony – Call: (202) 350-0894
- All testimony received will be made part of the official record
- The hearing record will close at 5:00 p.m. on June 19, 2020

Testifying Live:

- The Committee on Housing and Neighborhood Revitalization will provide slots for witnesses to testify on a first-come, first-serve basis
- If you would like to sign up to testify live, send an email to housing@dccouncil.us, and we will email you a link to access the virtual hearing. Please include your name, address, phone number, organizational affiliation, and title (if any), your preferred email address, and the name of the agency or program that you are testifying about
- If you would like to testify by phone, please call 202-724-8064 and leave your name and phone number. The committee will call you before the hearing to make sure that you are connected
- The Committee will contact all witnesses by phone or email on the day before the hearing to confirm that they have received a slot
- Please sign up to testify no later than the close of business two days prior to your hearing date
- Witnesses will be limited to 3 minutes
- The committee encourages only one witness per organization

**Committee on Human Services
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: email humanservices@dccouncil.us
- Voicemail testimony: (202) 350-1927
- All testimony received will be made part of the official record
- The hearing record will close 1 week after the hearing

Testifying Live:

- Email: humanservices@dccouncil.us or call 202-724-8170, and provide name, phone number, organizational affiliation, and title (if any), by close of business 4 days before each hearing date
- The first 90 individuals to signup will provide oral testimony; the Committee will confirm whether you have a live testimony slot
- Witnesses will be limited to 3 minutes
- Only one member per organization will be permitted to testify per agency

**Committee on the Judiciary and Public Safety
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: email judiciary@dccouncil.us
- Voicemail testimony: (202) 350-1362
- The Committee will establish a method for submitting video testimony and instructions will be made available on <http://www.charlesallenward6.com/committee>.
- All testimony received will be made part of the official record
- The hearing record will close June 11, 2020

Testifying Live:

- Government Witnesses Only
- The Committee will identify additional opportunities for public feedback, such as Facebook live, with details forthcoming on <http://www.charlesallenward6.com/committee>

**Committee on Labor and Workforce Development
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: Email: labor@dccouncil.us
- Voicemail testimony: (202) 455-0153
- All testimony received will be made part of the official record
- The hearing record will close at 5:00 p.m. on June 8, 2020

Testifying Live:

- Email: labor@dccouncil.us by 12:00 p.m. on Tuesday, May 26, 2020 and provide name, email address, telephone number, organizational affiliation and job title (if any), and which agency(ies) you will testify about
- Witnesses may participate by phone or online. Due to limited space, the Committee will likely not be able to accommodate all requests to testify. The Committee will email instructions on how to participate to those who have signed up and will be able to participate live. The virtual hearing will be password protected and witnesses may not share the password
- Witnesses will be limited to 3 minutes
- The committee encourages only one witness per organization; however, one staff member and one program participant would be acceptable
- Those with written testimony are encouraged to email testimony two days in advance of hearing by May 26

**Committee on Recreation and Youth Affairs
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: Email: rya@dccouncil.us
- Voicemail testimony: (202) 350-1639
- All testimony received will be made part of the official record
- The hearing record will close one week after the hearing date

Testifying Live:

- Email: rya@dccouncil.us
- The Committee will confirm whether you have a live testimony slot
- Individuals will be limited to 1 minute and organizations will be limited to 2 minutes
- Only one member per organization will be permitted to testify

**Committee on Transportation and the Environment
Agency Budget Oversight**

Submitting Testimony:

- Written testimony: email Aukima Benjamin at (abenjamin@dccouncil.us)
- Voicemail testimony: (202) 350-1344
- Testimony submitted 24hrs in advance of hearing will be shared with members of the Committee and Agency staff
- All testimony received will be made part of the official record
- The hearing record will close one week after hearing date

Testifying Live:

- Government Witnesses Only