



Preparing for Legislative Session Worksheet

Use this worksheet to provide your legislative committee members with key information regarding the state's legislative session and your organization's priorities.

	Notes
Who are the people in your organization that coordinate legislative advocacy?	
Does your organization partner with other organizations for advocacy work? If so, who?	
What are your organization's legislative advocacy priorities?	
When is the legislature next in session?	
Do legislators hold pre-session meetings or hearings? If so, when?	
When can bills be introduced?	
Can bills from the previous session be carried over?	
Is there a limit on the number of bills a legislator can introduce?	
How do the bills move through the chamber(s) of your legislature?	
What happens after a bill passes both chambers?	
Is there a veto session?	
Do all introduced bills get a hearing?	
Is there a crossover date for legislation?	



What are the procedures for providing written and in-person testimony?	
What are the rules governing special sessions?	
Who are the legislature's majority/minority leaders?	
What are the key committees that consider election and civic engagement-related bills and who leads those committees?	
Who are the other power brokers at your state capital that wield influence?	
What are the requirements to host a lobby day or event at the Capitol?	