



## Testimony Guidelines

### Verbal Testimony (in Person or via Zoom)

- 1) **Register to Speak:** Once the date of the public hearing is set, individuals who wish to testify have to register on-line. The link to the registration can be found at <https://www.cga.ct.gov/asp/CGABulletin/Bulletin.asp> in the CT General Assembly Bulletin under the name of the relevant committee. You can register to testify in person or via Zoom.
- 2) **Location of Legislative Office Building (LOB):** If you are speaking in person, be at the LOB early. The address is 300 Capitol Ave in Hartford. When you arrive, ask one of the security officers or see the posted signs to find out where your hearing is being held.
- 3) You will be called to speak when it is your turn. Below see the guidelines from the CT General Assembly on your verbal testimony.

When you are called, you may begin with "Madam Chair/Mr. Chairman" (as appropriate) "and members of the committee." Introduce yourself very distinctly so it is clear for the record. Mention your name, town of residence, and the number and title of the bill on which you'll be speaking. Start your testimony by indicating whether you support the bill, oppose it, or are offering suggestions to improve it, and then explain your reasoning.

### Additional Tips

- Keep your remarks clear and concise.
- Be sure not to exceed three minutes.
- If you get technical questions, DO NOT provide a substantive response unless you are sure of the answer. Instead, say you are supportive of the proposal and there will be experts testifying who can respond to those types of questions.
- When you finish, remain attentive for a moment in case committee members want to ask questions.

### Written Testimony

- 1) **Be authentic:** Legislators receive a lot of form letters, so providing a personal story about why the issue is important to you will catch the attention of your legislators and make your testimony more memorable.
- 2) **Be specific:** Legislators want to know the scale of the issue. When possible, use statistics to illustrate the problem at hand and how the bill could impact the sector.
- 3) **Be concise:** Keep your letter clear and concise. Mention the number and title of the bill on which you'll be speaking. Start your testimony by indicating whether you support the bill, oppose it, or are offering suggestions to improve it, and then explain your reasoning.
- 4) **Include these details:** Your name, town of residence, and any organization you may be representing.

## Sample Testimony [Fair Share]

### Testimony in support of: HB 6633

Co-chairs and member of the committee, my name is \_\_\_\_\_. I am from the city/town of \_\_\_\_\_. [or organizational affiliation] I am writing in support of Fair Share Legislation, House Bill 6633. This bill will make our suburbs more inclusive places to live and contribute to economic growth and revitalization of our cities. Modeled after successful legislation in New Jersey and informed by Raj Chetty's research on economic opportunity, this bill has the potential to generate over:

- 135,000 units of sorely needed affordable housing over 10 years
- 63,000-79,000 jobs (full time equivalents sustained for ten years)
- \$9.8-12.2 Billion in state and local tax revenue
- \$47-59 Billion in income for Connecticut residents

[Personal story of why this is important to you.]

This bill is not only the right thing to do to address Connecticut's affordable housing and housing segregation crises, it is also the smart thing to do to boost our economy overall, especially as we emerge from a global health pandemic. This bill will provide of a set of tools and laws that make sure our zoning and planning systems are fair and equitable. For all these reasons, I support Fair Share Planning and Zoning.

Sincerely, Name, Town