



2022 Legislative Fly-In: Frequently Asked Questions

March 2 - 4, 2022
Washington, D.C. with a Virtual Option

Application & Selection

What is the Legislative Fly-In?

ASCE's Legislative Fly-In in Washington, DC is an intensive two-day event providing participants with professional development in honing their skills in the public policy process and advocacy peer-to-peer networking. ASCE members will have an opportunity to meet with their Members of Congress and advance the Society's collective policy priorities while learning beneficial leadership skills they can bring back to their Sections, Branches, and workplace.

The 2022 Legislative Fly-In program includes:

- Briefing sessions on key legislation active in Congress and ASCE's Legislative Priorities
- Training on lobbying and influencing your elected leaders
- Networking with your ASCE peers from across the country
- Organized virtual meetings with your Members of Congress or their staff
- A Younger Member Program
- Tips on continuing relationships with your elected officials once you return home

The direct link to apply online to attend the 2022 Legislative Fly-In is [here](#).

Are there any requirements to apply to attend Fly-In?

Yes. You must be an ASCE member in good-standing and be a [Key Contact](#). You must also have an interest or desire to play an active role in ASCE's public policy programs. You must be familiar and be willing to advocate for the Society's position when meeting with your Member of Congress.

Why is there an application to attend the Legislative Fly-In?

ASCE uses the application process to help the Society meet a variety of strategic priorities and government relations goals. These goals include such things as increasing the number of congressional

offices ASCE members meet with during Fly-In, having at least two ASCE members from every state participate, and targeting congressional committee members who have jurisdiction over our legislative priorities and/or legislation that is active in Congress (i.e., members of the House Transportation & Infrastructure Committee or Senate Environment and Public Works Committee).

What can I do to make my Fly-In application stand out?

First, we recommend regularly taking action through our key alerts by sending the pre-drafted emails to your legislators or emailing your legislators or their staff directly. Be sure to copy govwash@asce.org if you send a personal email to congressional staff for a key alert. Second, engage in your Region's, Section's, Branch's or Younger Member group's advocacy activities. If your local ASCE group does not engage in advocacy, consider asking your local leadership to add advocacy and government relations to their programming and leadership opportunities. We also recommend subscribing to *This Week in Washington*, a weekly digest of the topline political activities on Capitol Hill.

Travel Awards

How can I be considered for an ASCE Government Relations travel stipend?

Unfortunately, ASCE is no longer able to provide travel stipends for airfare. However, in order to defray some travel costs, ASCE Government Relations will provide a limited number of per diem stipends. **All remaining travel costs are the responsibility of the attendee.** Regardless of travel award status, applicants should not purchase airfare or make hotel arrangements prior to December 17, 2021.

Will the travel stipend cover all travel expenses?

No, travel stipends are available to help defray a limited amount of attendee's travel costs. **In 2022, travel awards will be limited to the \$135 per day per diem for a total of two days (\$270 total).** Attendees will be provided with a sample letter to be used to approach other sources for additional funding (your Section, Branch, employer, etc.) and requesting time off.

How do I know if I received an ASCE Government Relations travel award?

The first round of Legislative Fly-In applicants will be notified of their **acceptance and selection for a travel award** on **December 17, 2021** by ASCE Government Relations staff. Additional rounds of notices

will be sent via email through late December – early January as space becomes available. Travel stipends will be offered to waitlisted applicants based on availability of funds.

When will I be reimbursed?

Reimbursement forms will not be issued until your participation in the Legislative Fly-In has been verified (as early as March 2, 2022). In addition to being checked-in at the event, attendees must also turn in their congressional meeting feedback forms, as well as the overall event survey. Expense checks are cut on Thursdays, and reimbursement forms must be received no later than noon the Tuesday prior to be considered for that week’s check run.

Registration

When can I register to attend Fly-In?

You will receive an email from ASCE Government Relations staff letting you know you have been accepted to attend Fly-In. That email will contain information on how to confirm your attendance and register for the 2022 Legislative Fly-In.

If you have been selected to receive a travel award, it will be included in your acceptance email. The email will instruct you in the next steps to accept your travel award and associated forms.

Is there a registration fee to attend the 2022 Fly-In?

To be good stewards of ASCE funds, there is a registration fee for all the 2022 Legislative Fly-In attendees, whether in-person or virtual. The fee is not required to apply, and you will not be asked to pay a fee when completing your application. Registration fees will be collected during the registration process after you have been notified of your acceptance. The fee structure will be as follows:

Registration Type	Early Bird (1/19/22)	Regular (2/4/22)
Student Member	\$29.00	\$49.00
General Member	\$59.00	\$79.00

Travel & Lodging

Will ASCE have a block of hotel rooms at the 2022 Fly-In?

Yes. Hotels in the Washington, D.C. metro region are expensive, and between cherry blossoms blooming and spring legislative events, the city is traditionally particularly busy. ASCE does its best to negotiate reasonable rates and is currently working with the hotel to determine room rates for March 2022. A government room rate will be extended if available. Specific information regarding hotel accommodations will be shared in the acceptance notices sent via email in December.

When should I book my flight or purchase a train ticket?

After **December 17, 2021**. We strongly urge all applicants to wait to make any travel arrangements until you have received confirmation from ASCE Staff.

Health & Safety

Updated as of October 19, 2021

We are excited to be holding the upcoming 2022 Legislative in-person March 2 – 4, 2022 at the Hyatt Regency on Capitol Hill.

We are also sensitive to the changing environment with respect to COVID-19 and are dedicated to hosting an event that has the best interests of our guests front of mind. ASCE is committed to holding an event where everyone feels safe. To accomplish this, we have updated our 2022 Legislative Fly-in attendee policy concerning COVID-19, which can be found below.

Keeping You Safe

- Please stay with us for up-to-the-minute information on 2022 Legislative Fly-in. You can review [the Hyatt Regency on Capitol Hill's COVID-19 protocols and for more information](#).
- To mitigate the risk of spread, all participants will be required to provide proof of vaccination against COVID-19¹. The only exemption to this policy will be religious or medical reasons. When this occurs, specific health protocols must be followed and otherwise, attendees will not be admitted.
- ASCE will be partnering with third-party vendor to validate that each participant has filed the appropriate documentation to attend.

- Masks will be required at all times during the event, except during meal service. Masks must be well-fitting and properly positioned to cover both the nose and the mouth.
- Attendees are encouraged to practice social distancing and limit physical contact such as hand shaking or hugging to maintain a safe environment.

This page will be updated with more information once details are finalized with our third-party validator.

¹ To be considered fully vaccinated against COVID-19, you must have cleared the two-week waiting period after receiving your second dose of a two-dose vaccine (or two weeks after receiving a one-shot vaccine). This means you will need to have your last vaccine administered no later than February 16, 2022.