

CONGRESSIONAL & BIENNIAL FEDERAL AGENCY POLICY AGENDA PROCESS

OCTOBER 1: *Beginning of Federal Fiscal Year**

** In recent years, the House and Senate have passed continuing resolutions in place of appropriations bills to fund the federal government.*

- **Targeted agency whitepapers:** The Office of External Affairs and Government Relations (EAGR), with the Office of Research (OR), submits requests to Deans, Associate Deans for Research, and lead faculty and staff for the development of faculty research whitepapers to support targeted research programs to the federal government.

OCTOBER 31

- **Targeted agency whitepapers:** First drafts due to OFR
- **WSU Biennial Federal Policy and Advocacy Agenda: Pre-Election Day,** OFR will gather input via the WSU-Research Council (WSU-RC) and WSU-Provost Council (WSU-PC) for developing the biennial federal agenda.

NOVEMBER

- **Targeted agency whitepapers:** Ongoing whitepaper review for targeted federal research proposals and finalization of whitepapers for the following year are to be completed by the Friday before Thanksgiving.
- **WSU Biennial Federal Policy and Advocacy Agenda:** Ongoing information gathering with colleges and campuses for developing the biennial federal agenda.

DECEMBER

- **Targeted agency whitepapers:** begin process of socializing proposed projects with agencies in D.C. and begin planning and travel to DC to support whitepapers.
- **WSU Biennial Federal Policy and Advocacy Agenda:** Presentation of priorities to WSU-RC, WSU-PC, and President's Cabinet

JANUARY

- **WSU Biennial Federal Policy and Advocacy Agenda:** OFR publishes the Biennial WSU Federal Legislative Agenda.
- **Programmatic requests:** OFR submits requests to Deans, ADR's, and Chancellors for information related to the upcoming fiscal year programmatic requests. These include the annual submittals to members of Washington's congressional delegation in support of funding for programs in which we (1) compete for federal dollars or (2) can impact federal funding through the annual appropriations process supporting students and research.

White Paper Review: OFR and OR will meet with external consultants to strategically review received white papers before the President's budget is released in February and review Congressional priorities as aligned with the white papers.

FEBRUARY

First week of February: The President of the United States releases his budget request to Congress.

- **Programmatic requests:** 2/28 deadline for submitting upcoming fiscal year programmatic requests to OFR

MARCH

- **Programmatic requests:** Presentation and discussion of upcoming fiscal year programmatic requests with WSU-RC, WSU-PC, and President's Cabinet
- **Programmatic requests:** EAGR submits upcoming fiscal year programmatic requests and targeted federal proposals to the Congressional delegation and appropriate committee staff.
- **Policy & Advocacy in DC:** WSU leadership, faculty and staff may visit DC during March and April to engage with congressional delegation and committees around the institution's programmatic request priorities.

APRIL

- **Policy and advocacy:** Engagement with congressional staff in DC and district offices.

MAY-JUNE

When Congress follows "regular order," the Appropriations Committee will schedule committee meetings to markup current fiscal year's funding bills. OFR monitors the process and WSU submitted requests. The U.S. House of Representatives and U.S. Senate will then consider these appropriations bills.

JULY

Annual WSU and agriculture stakeholder visit to DC to advocate for common priorities and host Taste of Washington event

AUGUST

- **WSU Annual Congressional/Legislative Staff Trip:** week prior to Convocation

SEPTEMBER

Once appropriation measures are passed through both chambers, the House and Senate will meet in a conference to work out any differences between the two versions, prior to submitting to the President for signature.

NOTES:

EAGR will discuss ongoing federal activities with key stakeholders throughout the fiscal year.

EAGR will work with college, campus, and university leadership to develop longer term initiatives (FY2022 and beyond) in parallel with ongoing work of the current fiscal year's activities.

OFR will provide an updated federal legislative session aligned with new Congress beginning on January 3 of each odd-numbered year following a general election. This document will guide the federal activities during this two year session of Congress and will be updated biennially.