

**Senate Committee on Appropriations
Subcommittee on Military Construction, Veterans Affairs, and Related Agencies**

**Outside Witness Testimony Instructions
Fiscal Year 2022 Appropriations**

The Senate Subcommittee on Military Construction, Veterans Affairs, and Related Agencies has not scheduled any outside witness hearings on appropriations for fiscal year 2022. However, as in past years, written testimony will be accepted in accordance with the guidelines below.

GUIDELINES

Policy:

- For outside witness testimony to be considered by the Subcommittee, it must be at the request of a personal office of a Member of the U.S. Senate Committee on Appropriations. Testimony sent directly to the Subcommittee will not be considered.

Format:

- Testimony (including any supporting material) must be submitted in Microsoft Word compatible format, and should be a maximum of four (4) pages, on 8 ½" x 11" paper, single sided, single spaced, and have a 1" margin. **PDFs will not be accepted.**
- Do not include a cover page. At the top of the first page, list the name of the person or organization submitting testimony; that it is prepared for the Subcommittee on Energy and Defense; and which Department and/or Agency the testimony is addressing.

Delivery:

- Delivery is by electronic submission only, as described below. Other forms of delivery, including fax and delivery through the mail, will not be accepted.
- To facilitate printing, use only Microsoft Word or Word Perfect formats. Do not send PDF files. In your submission, please include full contact information (name, email, phone number, and physical address).

Deadline:

All material must be received no later than close of business, **Monday, July 12th, 2021**. This deadline will be strictly enforced.

Thank you.

Subcommittee on Military Construction, Veterans Affairs, and Related Agencies
Committee on Appropriations
United States Senate Washington, D.C. 20510
202-224-8119