

ADDITIONAL RESOURCES



Additional Resources

{ Federal Advocacy and Non-profit Rules }

v. lob·bied, lob·by·ing, lob·bies

v. intr.

1. To try to influence the thinking of legislators or other public officials for or against a specific cause: *lobbying for stronger environmental safeguards; lobbied against the proliferation of nuclear arms.*

v. tr.

1. To try to influence public officials on behalf of or against (proposed legislation, for example): *lobbied the bill through Congress; lobbied the bill to a negative vote.*

2. To try to influence (an official) to take a desired action.

n. ad·vo·ca·cy

1. The act of pleading or arguing in favor of something, such as a cause, idea, or policy; active support.

Many organizations shy away from activities they presume to be lobbying but which in fact fall outside of the definition of lobbying, which is narrowly defined by the IRS. Generally speaking, lobbying is the *expression of a view or a call to action on specific legislation*. Lobbying does not include, for instance, nonpartisan analysis of legislation, the expression of a position on issues (as opposed to legislation) of public concern, or action taken in "self-defense" of the organization.

The right of citizens to petition their government is basic to our democratic way of life, and charitable organizations are one of the most effective vehicles for making use of citizen participation in shaping public policy. Fortunately, legislation passed by Congress in 1976 makes it possible for charities to lobby freely for their causes, communities and individuals they serve. The federal government clearly supports lobbying by charities. Congress sent this unambiguous message when it enacted the exceedingly helpful 1976 lobby law. The same message came from the IRS in regulations issued in 1990. Together, the law and regulations provide wide latitude for charities to lobby.

Overall, there are three key aspects to remember: Advocacy is organized action in support of an idea or cause, advocacy is constituents educating elected officials on important issues, and advocacy is establishing ongoing and trusting relationships.

If you have additional questions, we recommend you contact your in-house counsel.

Additional Resources

{ Useful Websites }

- **Congressional Budget Office:** www.cbo.gov
Analyzes budget proposals and provides economic forecasts.
- **U.S. Department of Education:** www.ed.gov
Federal agency that outlines the federal government's initiatives and priorities for education.
- **U.S. Department of Energy:** www.energy.gov
Federal agency that outlines the federal government's initiatives and priorities for energy.
- **U.S. Department of Energy's Office of Science:** www.er.doe.gov
Official page of the Department of Energy's Office of Science.
- **Government Printing Office:** www.gpo.gov
The information provided on this site is the official, published version of products produced by the Federal Government.
- **U.S. House of Representatives:** www.house.gov
Home page for Representatives of the U.S. Congress.
- **House Education and the Workforce Committee:** <http://edworkforce.house.gov/>
Deals with issues relating to education and the workforce.
- **House Appropriations Committee:** <http://appropriations.house.gov/>
Grants money to fund government agencies and programs.
- **House Science, Space and Technology Committee:** www.science.house.gov
Deals with issues relating to science, space and technology.
- **U.S. Senate:** www.senate.gov
Home page for Senators of the U.S. Congress.
- **Senate Commerce, Science and Transportation Committee:** www.commerce.senate.gov
Deals with issues relating to commerce, science and transportation.
- **Senate HELP Committee:** <http://help.senate.gov/>
Deals with issues relating to health, education, labor or pensions.
- **Senate Appropriations Committee:** <http://appropriations.senate.gov/>
Grants money to fund government agencies and programs.
- **Congress Bill Search:** <http://congress.gov>

Established by the Library of Congress to provide access to information about Congress, the legislative process and legislation.

- **White House Home Page:** www.whitehouse.gov
Provides direct access to federal services, including applications for federal student aid.
- **National Science Foundation:** www.nsf.gov
Federal agency that provides funding for research at colleges and universities.
- **National Institute of Standards and Technology:** www.nist.gov
Federal agency aiming to promote U.S. innovation and industrial competitiveness.
- **National Aeronautics and Space Administration:** www.nasa.gov
Federal agency focused on space exploration, scientific discovery and aeronautics research.
- **National Oceanic and Atmospheric Administration:** www.noaa.gov
Federal agency that focuses on conserving and protecting natural resources.
- **President's Council of Advisors on Science and Technology:**
www.whitehouse.gov/administration/eop/ostp/pcast
Advisory group to the President on science, technology and innovation.
- **National Endowment for the Arts:** www.nea.gov
Independent agency that supports artistic excellence, creativity and innovation.
- **National Endowment for the Humanities:** www.neh.gov
Independent grant-making agency focused on research, education, preservation and public programs in the humanities.

Additional Resources

{ Capitol Hill Glossary }

Act – Legislation that has passed both Houses of Congress and becomes law.

Amendment – A change in a bill or document by adding, substituting or omitting portions of it. Action on amendments can be taken at the subcommittee, the full committee, or on the floor.

Appropriations Bill – Legislation that provides funds for authorized programs.

Authorization Bill – Legislation establishing a program and setting funding limits. You will often hear members of Congress, their staff, lobbyists and advocates say “funding for the program was authorized at \$100 million, but only \$12 million was appropriated.” An authorized funding level does not indicate the amount of actual funds.

Block Grants – Lump sums given to the states by the federal government for loosely defined purposes, such as childcare or improving public safety.

Briefing – A session held by members of Congress to inform the public, the media, advocates and others about an issue, legislation or the status of legislation. Sometimes questions are taken by the members of Congress, other times it is purely an informational session with no time allotted for questions.

Caucus – Meeting of Republican or Democratic members of Congress to determine policy and/or choose leaders.

Cloak Rooms – Small rooms off the House and Senate floor where members can rest and hold informal conferences.

Cloture – Method of limiting debate or ending a filibuster in the Senate. At least 60 Senators must vote in favor before cloture can be invoked.

Colloquy – A formal conversation, often in written form, between members of Congress to provide clarification on a point or issue.

Concurrent Resolution – Legislative action used to express the position of the House or the Senate, but does not have the force of law.

Continuing Resolution – Legislation that gives budget authority for specific on-going activities used when Congress hasn’t yet passed all regular appropriations bills prior to the start of the fiscal year (October 1).

Committee – A working subdivision of the House or Senate that prepares legislation or conducts investigations; committees and their subcommittees have specific areas of concern.

Conference Committee – Meeting between Representatives and Senators to resolve differences when two versions of a similar bill have been passed by the House and Senate.

Congressional Record – Official transcript of the proceedings in Congress.

“Dear Colleague” Letter – A letter circulated to members asking for their participation, often asks to co-sponsor a bill.

Engrossed Bill – Final copy of a bill passed by either the House or Senate with amendments. The bill is then delivered to the other chamber.

Enrolled Bill – Final copy of a bill that has passed both the House and Senate in identical form.

Extension of Remarks – When a member of Congress inserts material in the Congressional Record which is not directly related to the debate underway.

Filibuster – Tactic used in the Senate whereby a member of the minority party intentionally delays a vote.

Fiscal Year – Accounting year. For the Federal Government, the fiscal year (FY) is October 1 to September 30 of the following calendar year.

Guidance – Informal letters and guidance from the executive branch explaining their stance, but technically not binding under the law.

H.R. – Letters followed by a number that signify a bill that has originated in the House of Representatives.

Hearing – A committee session in which witnesses are called to testify about a particular issue. Hearings are usually conducted at the subcommittee level first in order to determine whether the issue or bill in question should be taken up in the full committee.

Joint Resolution – Legislation similar to a bill that has the force of law if passed by both houses and signed by the President, generally used for special circumstances. A joint resolution can originate in either the House or the Senate.

Lame Duck – Member of Congress (or the President) who has not been reelected but whose term has not yet expired. The expression can also describe a session of Congress during which the appropriations bills for that year are not passed before the next session of Congress begins.

Logrolling – Process whereby members help each other get particular legislation passed. One member will help another on one piece of legislation in return for similar help.

Motion to Table – Proposal to postpone consideration of a matter in the Senate.

Omnibus Bill – Bill regarding a single subject that combines many different aspects of that subject.

President Pro Tempore – Senator who presides over the Senate in the absence of the Vice President of the U.S. The President Pro Tempore is usually the longest-serving member of the majority party.

Pocket Veto – When the President does not sign or veto legislation submitted to him within ten days of Congress' adjournment, the bill dies.

Point of Order – An objection that language, an amendment or bill is in violation of a rule. Also used to force a quorum call.

Quorum – The number of Senators or Representatives who must be present before a legislative body can conduct official business.

Ranking Members – The members of the majority and minority party on a committee next in seniority after the chairman.

Regulatory – law-binding regulations issued by the executive branch to clarify and expand upon statutory law.

Sense of the House/Senate – Legislative language which offers the opinion of the House/Senate, but does not make law.

Simple Resolution – A measure considered only by the body in which they are introduced, a simple resolution addresses a matter concerning the rules, the operation, or the opinion of either house alone.

S – letter followed by a number that signifies a bill that has originated in the Senate.

Statutory – enacted or authorized by statute. An example of statutory law is the America COMPETES Act.

Unanimous Consent – A procedure whereby a matter is considered agreed to if no member on the floor objects. Unanimous Consent motions save time by eliminating the need for a vote.

Whip – assistant leader for each party in each chamber who keeps other members of the party informed of the legislative agenda of the leader. The whip also monitors the sentiment among party members for certain legislation and tries to persuade members to be present and vote for measures important to the party leadership.

Source: *Many of these definitions are taken from [Congress at Your Fingertips](#), edited by Capitol Advantage.*

**In addition to this glossary, a great on-line resource is the C-SPAN Congressional Glossary available at: <http://www.c-span.org/guide/congress/glossary/alphalist.htm>*

Additional Resources
{ Commonly Used Acronyms }

You will quickly learn that denizens of Capitol Hill speak in acronyms. Here are some common ones. A great resource for deciphering the “alphabet soup” can be found on the web at: <http://aspe.hhs.gov/daltcp/acronym.shtml>.

GAO – Government Accountability Office

GPO – General Printing Office

OMB – Office of Management and Budget

CBO – Congressional Budget Office

CJS – The House and Senate Commerce, Justice and Science Appropriations Subcommittees

CRS – Congressional Research Service

HOB – House Office Building

SOB – Senate Office Building

HBCU – Historically Black Colleges and Universities

HEA – The Higher Education Act

IDEA – The Individuals with Disabilities Education Act

WIA – The Workforce Investment Act

HELP – The Health, Education, Labor and Pensions Committee in the Senate

LHHS – The House and Senate Labor, Health, Human Services and Education Appropriations Subcommittees (also referred to as “Labor-H” or “Labor-HHS”)

