

**WEEB LEGISLATIVE RELATIONS COMMITTEE –  
ANNUAL PLAN 2013-2014**

**Goal: Strengthen profile of WEEB within legislature through communication efforts.**

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|-----------------|---|
| <b>Action</b>   | <b>Build relationships with and educate state and targeted federal legislators and staff. (ongoing)</b>   |
| Responsibility  | Legislative Relations Committee and WEEB members  |
| Vehicle         | Via Action Items below (to be prioritized)  |
| Timeline        | Ongoing   |
| <b>Action 1</b> | <b>Investigate a regular communication system and process for legislators using web-based methods to share information about WEEB funded projects in their districts.</b> |
| Responsibility  | WEEB Administrative staff for providing information; Leg Rel Cmte to investigate and share listserv or other options with WEEB administrative staff                       |
| Vehicle         | WEEB website; special email communications; targeted print pieces   |
| Timeline        | Ongoing   |
| <b>Action 2</b> | <b>Support efforts to encourage grantee communications with legislators regarding grant project progress, publicity, etc.</b>   |
| Responsibility  | Leg Rel Cmte to support and work with Grants Cmte to develop simple update mechanism; WEEB admin staff for implementation   |
| Vehicle         | Inter-committee communication with Grants Cmte and WEEB admin staff   |
| Timeline        | Winter 2013 in advance of grant notices   |
| <b>Action 3</b> | <b>Contact relevant legislative committees &amp; state agency heads to discuss common goals and build alliances.</b>  |
| Responsibility  | Leg Rel Cmte and agency reps on WEEB  |
| Vehicle         | Letter and follow up visit  |
| Timeline        | Ongoing, as needed  |
| <b>Action 4</b> | <b>Host a legislative open house to educate legislators and their staff about what WEEB does, its priorities, and how it positively impacts their districts.</b>          |
| Responsibility  | Leg Rel Cmte  |
| Vehicle         | Open House at the Capitol   |
| Timeline        | Plan to host during first two weeks of the Winter Legislative session (~Feb 2014)   |
| <b>Action 5</b> | <b>Contact key staff in Governor's Office.</b>  |
| Responsibility  | Leg Rel Cmte  |
| Vehicle         | Letter and visit; invite Gov. staff to WEEB meeting at the Capitol  |
| Timeline        | Ongoing   |
| <b>Action 6</b> | <b>Provide Governor with grantee information when he plans his regional trips.</b>  |
| Responsibility  | WEEB administrative staff   |
| Vehicle         | Request Governor's schedule; send basic grantee information to Gov staff; send  |

## WEEB Legislative Relations Committee Operating Plan 2013-2014

Timeline notices to geographically-appropriate WEEB grantees  
Fall 2013 or in advance of Gov's travel schedule

**Action 7 Identify allied groups and organizations who have the potential to carry a positive message for WEEB priorities.**

Responsibility Leg Rel Cmte  
Vehicle Research, calls and visits  
Timeline Ongoing

**Action 8 Coordinate efforts with WEEF so that common visits are complementary and build upon each other.**

Responsibility Robin Harris as member of both WEEB and WEEF  
Vehicle Via committee representation and participation  
Timeline Ongoing

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### Possible Special Project

**Action tbd Research and define case statement for economic/cultural impact and importance of Environmental Education in Wisconsin (suggested), as well as statistical case for impact of current WEEB grants**

Responsibility To be determined (Communications committee?)  
Vehicle White paper report to Legislators  
Timeline 2013 as funding is available

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### Estimated Budget Needs

For Open House:

\$200 For annual Open House refreshments, supplies & materials

\$300 For brochures and specialized print materials

For Ongoing Communications vehicles:

\$300-600 Contract labor for creating listservs, web processes, materials for recommendations for grantees (20 - 40 hrs @ \$15/hr)

For Special Projects:

tbd Contract labor @ \$25/hr for researching "EE Benefits & Economic Impact" report