



Aerospace Industries Association



Cordially invites you to attend the  
15th Annual Team America Rocketry Challenge's

# **ROCKETS ON THE HILL RECEPTION**

May 12, 2017 | 9:00 a.m. - 10:00 a.m.  
Russell Senate Office Building, Room 325

Come to meet the students from around the country competing in the  
2017 Team America Rocketry Challenge National Finals.  
Rockets on the Hill is a great opportunity to check out other teams'  
model rockets and share experiences and aspirations in  
science, engineering and technology.

## Moderator:

Bob Durbin  
Chief Operating Officer  
Aerospace Industries Association

## Guest Speakers:

Member(s) of Congress

Industry Representatives

**Overview**

The Aerospace Industries Association hopes that you will join us for the Rockets on the Hill congressional reception. This packet provides information about the event. If you have any questions or concerns please don't hesitate to reach out to us.

#### Contact information:

Tami Plofchan  
Director, Legislative Affairs  
Aerospace Industries Association  
rocketsonthehill@aia-aerospace.org  
703-358-1059

## Who will be there?

Leaders from the Department of Defense, the education community, the aerospace community, and your U.S. Senators and Representatives and their staff have been invited to this event.

## Security

This is a federal building. Please remember to **not** bring your **rocket motors, igniters, and electronics that could be perceived as dangerous**. Admission to U.S. Capitol Complex buildings require you to go through a security checkpoint, similar to an airport security checkpoint, and therefore please be prepared to have your rockets and bags scanned.

## Attire

- Capitol Hill is a professional business environment.
- Acceptable attire:
  - **Students**
    - Team shirt, Dress Shirt, or Blouse
    - Dress pants, nice khakis, or skirt
    - Suit or Dress
    - **No sandals or flip-flops**

## Refreshments

We will provide **light** refreshments at this event. We suggest that attendees have a heartier breakfast **before arriving**.

## Guests/Other Non-Team Members

As you have been made aware, this year, only student team members and the team's advisor/supervisor will be permitted into the event space. Capitol Police prohibits large crowds from waiting in the lobby areas of the building. Please do not proceed past the security barriers outside of the building with the teams. See below for designated drop-off, waiting and pick-up areas. Please coordinate travel and meet up logistics with your group.

## Agenda

## Friday, May 13, 2016

7:30 a.m. - 8:00 a.m.

Arrive at the entrance of the Russell Senate Office Building located near Constitution Ave./1<sup>st</sup> Street. NE. AIA staff will meet you there.

*\*If you arrive after 8:00 a.m., please proceed through security and take the grand staircase to the 3rd Floor.*

*\*As a reminder there is no parking available at the Senate Building. Please consider taking the Metro (Red Line - Union Station), taxi or ride-share app.*

### **DROP-OFF INFORMATION**

Student teams and their team advisors/supervisors will be permitted to enter the security process. Guests and other non-team members will be directed to the Senate Park directly across the street (see map below). Teams and guests are encouraged to identify a meeting place within the park for pick-up logistics. If guests decide to dine at a nearby restaurant, take a Capitol tour or engage in general sightseeing please plan your time accordingly to meet your group once the program ends.

8:00 a.m. – 9:00 a.m.

Set up rockets in Russell 325. There will be small tables for rockets around the room. Please note that these will be organized alphabetically by state. You will need to share the table with other teams from the same state.

9:00 a.m. – 9:30 a.m.

One member from your team is required to remain with your table at all times. This way, someone is always available to talk about your rocket/team with VIP guests at the event.

*Talk about:*

- *Your rocket*
- *TARC*
- *Your biggest challenges*
- *What you have learned*
- *What you want to study in college*
- *Invite people to attend the national finals*

9:30 a.m. – 10:00 a.m.

Speaker Program

10:05 a.m.

Breakfast ends. Group photo.

*\*We will need to assemble quickly. Please follow instructions given during the group photo announcement at 10:00 a.m.*

10:10 a.m.

Teams are directed to exit the building

### **PICK-UP INFORMATION**

Teams will exit through the same door that they entered through at drop-off. They will then be directed to proceed to Senate Park directly across the street to reconnect with the rest of their groups.

Once reconnected, you are encouraged to visit your Senators and/or Representative in their offices. We will provide information on the TARC program for you to take with you. Information on how to set up such meetings is included later in this packet.

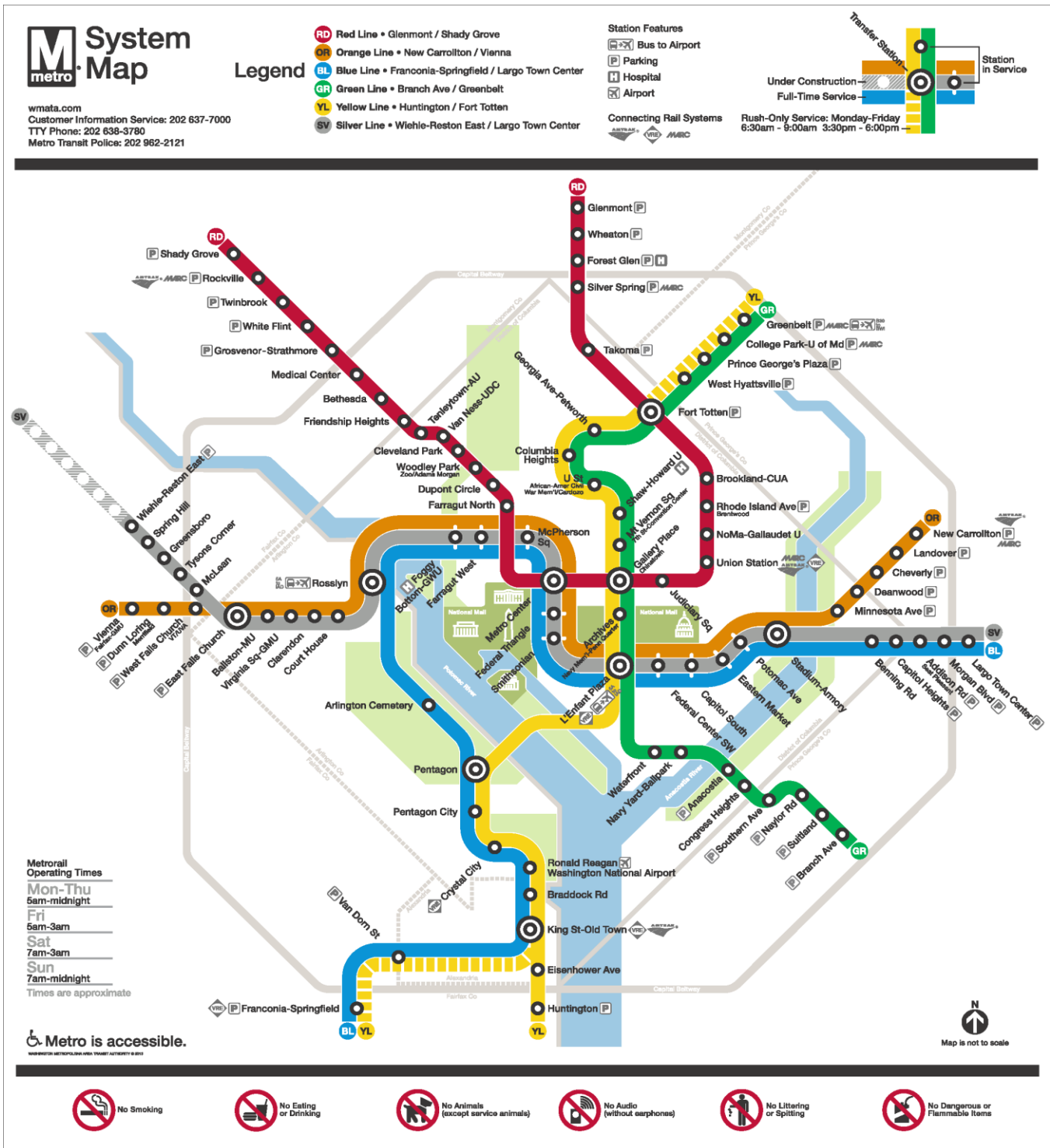
## Transportation

The best way for you to get to the reception will be by Metro (subway).

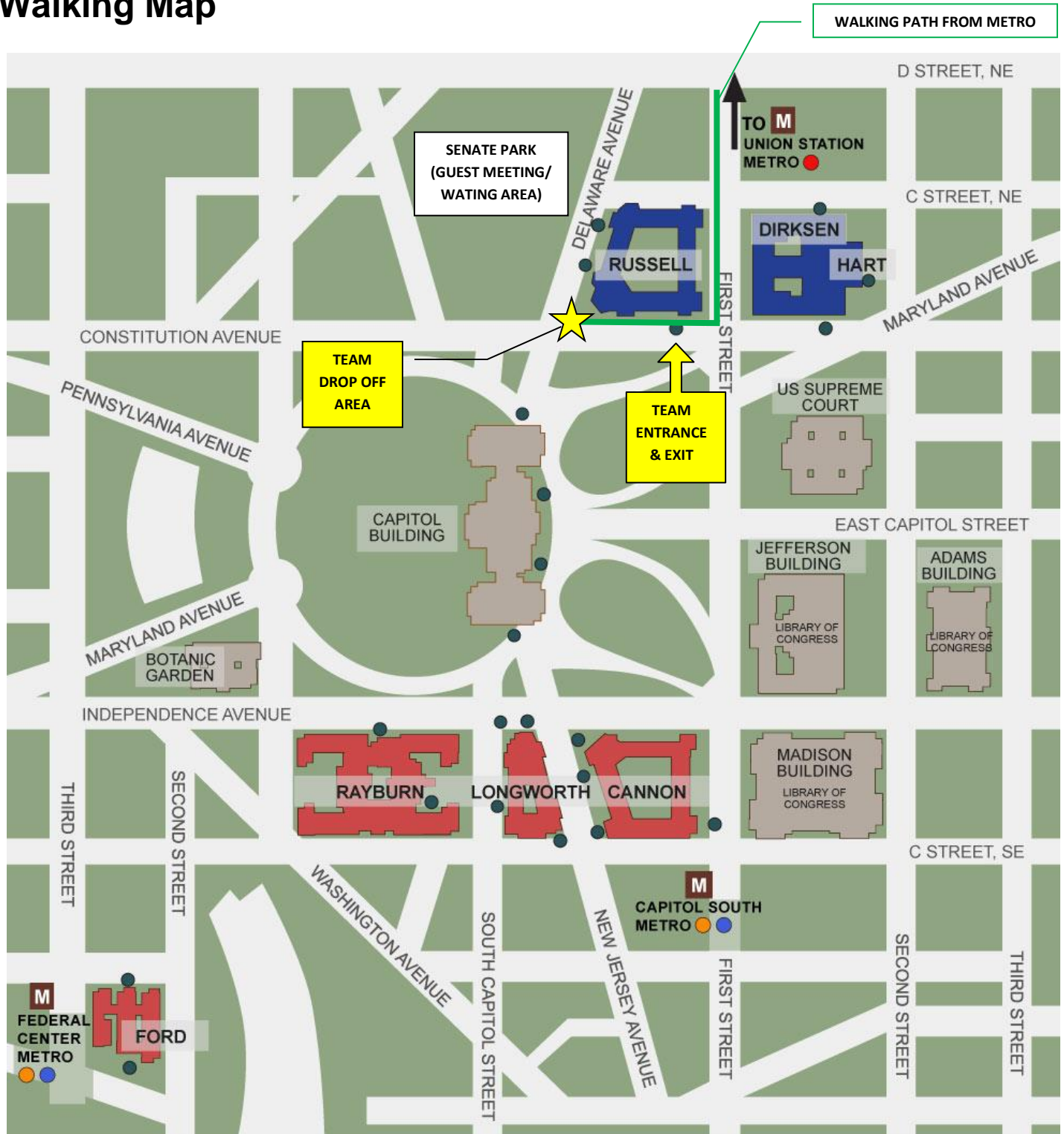
The closest Metro stop is Union Station on the red line (First Street exit). Proceed to the Russell Senate Office Building (see map below) and AIA staff will meet you in the front of the Constitution Ave/Delaware Ave NE entrance.

Remember, this will be during peak hours for DC rush hour so give yourself plenty of time. We recommend using the Metro's Trip Planner to plan your trip:

[http://www.wmata.com/rider\\_tools/tripplanner/tripplanner\\_form\\_solo.cfm](http://www.wmata.com/rider_tools/tripplanner/tripplanner_form_solo.cfm)



# Walking Map



■ **House office building** (Rayburn, Longworth, Cannon, Ford)

■ **Senate office building** (Russell, Dirksen, Hart)

● **Building entrances**

■ **Metro station**

● Red line    ● Blue line    ● Orange line

# Invite your Member of Congress or Set Up a Meeting

We encourage you to reach out to your Senators and Representative by email or phone. Let them know that you are coming to DC for the Team America Rocketry Challenge National Finals and that you would be honored if they would come to the reception. If they are unable to attend the reception, ask to set up a meeting with them afterwards to talk about your accomplishments and get a photo taken with them.

To find your Senator and/or Representative, please visit the following websites:

- To find your Senator, please visit: [Senate.gov](https://www.senate.gov)
- To find your Representative, please visit: [House.gov](https://www.house.gov)

## Capitol Hill Meetings

Visiting your Members of Congress, or their staff, face-to-face is the most effective way to have your voice heard and get to know them. Individuals and groups can arrange personal meetings with Senators and Representatives either in their Washington offices, or in their local offices at various times during the year. Whether you arrange to meet with your elected officials in Washington or their local offices, here are some rules to follow:

### **Prepare for the Meeting**

- Meetings are scheduled to last about 15 minutes, so have a game plan as to what you want to talk about
- This is a great opportunity to share your excitement about TARC! Make a list of bullet points you want to discuss about the program, your accomplishments, and your future
- If you have any supporting handouts, charts or graphics, bring them with you. Consider taking extra copies in case staff members request them
- Remember that the purpose of your meeting is to help your Representative or Senator understand why STEM education is important to you and why it should also be important to them

### **At the Meeting**

- Arrive about 10 minutes before the appointment time.
- Do not be discouraged if you end up meeting with the legislator's staff. They are very knowledgeable, and they will inform the legislator of your views and requests.
- Introduce yourself to the legislator or their staff members: tell them who you are and where you live.
- Be ready to answer questions and discuss your points in detail.
- If you wish, you can ask to take a picture with the Representative or Senator at the end of the meeting.

### **After the Meeting**

Always send a follow-up letter or email thanking your legislator or staff members. The follow-up message is important, because it confirms your commitment and helps build a valuable relationship between you and your legislator.