












## **Rules for Testifying**

-  You have 3 minutes for your testimony, so prepare a 3 minute version of your testimony to give in person.
-  Your written testimony can be longer and you can always let the council know that they can look at it for more details.
-  Be brief and clear.
-  Highlight the most important issues to you.
-  Stay on your message.
-  If you are identifying a problem, try to have a solution.

## **How to Write a Successful Testimony**

-  Identify who you are:
  - Name
  - Why your testimony is significant: ex. My name is Kenneth Matthews and I am currently living in a homeless shelter.
  - What you are testifying about: ex. I am here to testify about how the lack of job programs has hurt my chances of leaving the shelter system.
-  Tell your story:
  - Pick an event or issue on which you have worked directly or by which you have been directly affected.
  - Tell what services (or lack of services) caused this event or issue.
-  Explain why you feel the need to testify:
  - How can what you are testifying about benefit or damage the event or issue you just spoke about?
  - Why will this outcome be helpful or harmful?
-  Share your recommendations:
  - What solutions do you see?
  - How can the problems you brought up be solved?
  - What do you think will be helpful in dealing with the issue or event you talked about?
-  Thank the council members for the opportunity to speak:
  - Ask that your solutions be taken into consideration.
  - Thank everyone for listening or reading information.