

1 COMMITTEE ON RULES AND LEGISLATIVE ADMINISTRATION

2
3 **Resolution on Postage and Digital Constituent Communications**
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5 BE IT RESOLVED, by the Committee on Rules and Legislative Administration, that
6 each member of the House of Representatives receives a postage and digital constituent
7 communication allotment of \$2,112 for 2023 and \$1,056 for 2024. Members may elect to
8 receive this allotment as 100% postage, 70% postage and 30% digital constituent
9 communications or 50% postage and 50% digital constituent communications. The Speaker,
10 Majority Leader and Minority Leader each receive an additional allotment of \$2,112 in postage
11 for each year. (One who takes office after February 1 in any year receives a proportionate share
12 of the allotment for that year, calculated from the beginning of the month in which the member
13 takes office.) Balances from 2023 carry over to 2024. Balances on December 31, 2024 are
14 cancelled.

15 In addition, mailings may be charged by the Speaker to the Speaker's account, by the
16 Majority Leader to the budget of the Committee on Rules and Legislative Administration, by the
17 Minority Leader to the minority caucus budget, and by a committee chair to the committee
18 budget.

19 Members and staff must use the House's postage meter or the Department of
20 Administration's Central Mail Services for all large or regular mailings. For convenience in
21 handling correspondence in small numbers or when the House postage meter is unavailable,

22 (a) each member receives a portion of the postage allotment annually in the form of
23 stamps (up to 800 first class stamps issued when the member takes office and up to 800 stamps
24 issued in January 2024) with the amount being dependent on their postage and digital constituent
25 communication allotment selection; and

26 (b) the Sergeant-at-Arms may provide 100 stamps to the Majority Caucus, Minority
27 Caucus, Chief Clerk's Office, Fiscal Analysis Department, House Public Information Services
28 Department, House Research Department, House Human Resources Department, Budget and

1 Accounting Department and the Sergeant at Arms Department, upon written request of the
2 director.

3 A member’s digital constituent communication allotment may be used for costs
4 associated with distribution of written materials in an electronic format for constituent
5 communications, on a website or social media platforms as approved by the Speaker. To be
6 eligible for the digital constituent communication allotment usage, the member must certify in
7 writing that the materials distributed comply with all applicable policies of the House, including
8 the House Campaign Activity Policy, and must provide a copy of the materials to the Sergeant-
9 at-Arms. Materials submitted to the Sergeant-at-Arms are subject to review by the Speaker of
10 the House, the Majority Leader, the Minority Leader or their designee at any time.

11 The House Sergeant-at-Arms must maintain a record of postage used, stamps distributed,
12 and electronic materials submitted under this resolution. The Postmaster must inform members
13 of the status of their postage and digital constituent communication allotments in a timely
14 manner.

15 Postage and digital constituent communications of the House of Representatives may not
16 be used for any purpose other than legislative business.

Date adopted: _____

Signed: _____

JAMIE LONG, CHAIR