



Congressional Oversight Boot Camp Sample Training Agenda

Day 1 (9:00 AM - 3:30 PM)

Introductions & Overview (9:00 am)

Where Do Investigations Come From? (9:30 am)

Presentation of Scandal (9:45 am)

Breakout Rooms (9:50 am) – decide on your committee

Section 1 Seminar: The Investigation (10:00 am)

- Writing an investigative plan
- Tools you can use
- Building in bipartisanship
- Adjusting course

Break (10:45 am)

Section 1 Exercise: Writing an Investigative Plan (10:50 am)

- Use team breakout rooms to create investigative plans
- Critiques in 2-team breakout rooms (green and orange; yellow and purple)

Lunch Break (12:20 pm)

- Committee investigative “results” also released.

Section 1 Role-Playing: Investigation Scenarios (1:00 pm)

- Return to main session; use spotlight feature on Zoom

Section 2 Seminar: The Written Product (1:45 pm)

- Why a written product is important
- Structure and tone
- Citing and formatting
- Bipartisan review
- Checking with targets

Section 2 Exercise: Writing a Report (2:05 pm)

- Use team breakout rooms to create report outlines with title, findings & recommendations
- Return to main session for critiques

Day 1 Wrap-Up & Look Ahead (3:25 pm)

Day 2 (9:00 AM - 3:30 PM)

Recap & Questions (9:00 am)

Section 3 Seminar: The Hearing (9:10 am)

- Hearings as theater and story
- Hearings as a way to effect change
- Time, panels & witnesses
- Building in bipartisanship
- Prepping your boss and others
- Hearing materials
- Dealing with the media

Break (10:15 am)

Section 3 Exercise: Writing a Hearing Plan (10:20 am)

- Use team breakout rooms to create hearing plans
- Critiques in 2-team breakout rooms (green and yellow; orange and purple)

Section 3 Role-Playing: Hearing Scenarios (11:50 am)

- Return to main session; use spotlight feature on Zoom

Group Zoom Photo (12:15 pm)

- Feel free to use a zoom background based on your state or committee

Lunch Break (12:20 pm)

Section 4: The Follow-Up (1:05 pm)

- Importance of follow-up
- Establishing goals
- Tools you can use

Section 4 Exercise: Writing the Follow-Up Plan (1:25 pm)

- Design a follow-up plan together in the main session

Break (2:00pm)

Section 4 Role-Playing: Final Scenarios (2:15 pm)

- In main session; use spotlight feature on Zoom

Questions, Wrap-Up (3:10 pm)

Complete Evaluation before leaving (3:25)