



1425 Corporate Center Drive Sun Prairie, WI 53590-9109 608.834.4500 wppienergy.org

APPA Legislative Rally FAQs February 24 – February 26, 2025

Booking Process and Hotel Policy

Booking Process and Travel Agent

All prospective APPA Legislative Rally attendees should use the online registration process found at <https://wppienergy.org/travel-form-appa-rally/>. To complete the correct form, please locate “APPA Legislative Rally” under the “Conference Attending” dropdown menu and select the grant you qualify for under the “Scholarship” dropdown menu. If you have questions about which grant you should choose, please refer to the FAQ below or contact me at jowen@wppienergy.org.

WPPI Energy uses Burkhalter Travel to coordinate and book all travel for APPA Legislative Rally attendees and their guests. A representative from Burkhalter Travel will contact you directly to make flight arrangements. Please note that a personal credit card will be required for guest ticketing.

Hotel Policy – Please Note, the 2025 APPA Rally is at The Mayflower Hotel

Please remember, each attendee will be required to present their credit card upon hotel check-in. For attendees receiving the chief executive grant, The Mayflower Hotel will bill WPPI Energy directly for your hotel room for Monday and Tuesday nights. Any room charges and additional nights incurred will be billed to the credit card you present upon check-in. For attendees receiving the airfare grants, all charges incurred during your stay at The Mayflower Hotel will be billed to the credit card you present upon check-in. WPPI Energy has a room block reserved at The Mayflower and will add you to our block when you submit a completed travel grant form.

Frequently Asked Questions

What is the APPA Legislative Rally?

It’s an annual event hosted by the American Public Power Association that brings leaders from public power communities together from all over the country to advocate to and educate our elected officials in Washington, D.C.

What are the differences between the two available grants?

All attendees are eligible for a travel grant to help mitigate the costs of attending this important event. We offer a grant for the chief elected official (mayor, village president, etc.) from each WPPI Energy member community that covers all APPA Rally-related expenses (flight, 2 nights hotel, registration and stipend) and an airfare grant for all other attendees.

Please note that the chief executive grant is transferable as long as Rebecca or I receive notice from a member community’s chief executive that he or she is unable to attend and would like to send a designated attendee in his or her place.

When do most APPA Rally attendees arrive and depart Washington, D.C.?

Most attendees use the Sunday or Monday morning of the Rally week to travel and arrive in Washington, D.C. There will be an MEUW legislative issues briefing and reception around 3:30 pm and an APPA welcoming reception at 5:30 pm on Monday. Tuesday and Wednesday include meetings with congressional representatives and other events. We are generally done on Wednesday by early afternoon, so a late afternoon or evening return flight will ensure that you can participate in all APPA Rally events and Congressional meetings.

Below is a general breakdown of the events:

Monday

- Two free “Policy Deep Dives” available
 - Supply Chains, Tariffs, International Trade: Policies Impacting Utility Purchasing (8:30 am)
 - A Deep Dive into Public Power and the Tax Policy Tsunami of 2025 (10:30 am)
- Legislative & Resolutions Meeting
- MEUW legislative issues briefing/reception – around 3:30 pm
- APPA welcoming reception – around 5:30 pm

Tuesday

- Meetings with congressional representatives throughout day
- APPA Legislative & Resolutions Meeting
- APPA Legislative & Resolutions Luncheon
- WPPI Energy hosted dinner

Wednesday

- APPA Legislative Rally breakfast
- Meetings with congressional representatives

An additional detailed agenda will be sent to you prior to the Rally from WPPI Energy.

What about my flight and hotel plans?

Once you submit your travel registration form with your arrival and departure dates, WPPI Energy and Burkhalter Travel will begin to coordinate your trip to Washington, D.C.

WPPI Energy has reserved a room block at The Mayflower Hotel and will add you to our rooming list. WPPI Energy uses Burkhalter Travel for all flights; a Burkhalter Travel representative will contact you directly to provide flight options for your trip and will book your flight. If you are bringing a guest, Burkhalter will arrange for your guest’s flight as well. They will send you a confirmation and itinerary before you depart for Washington DC.

Please remember that WPPI Energy will cover the cost of lodging for Monday and Tuesday for those who receive the Chief Executive Grant, additional nights and incidental charges will be billed directly to the credit card you provide at check-in. For those receiving the Airfare Grant, the cost of the room and incidental charges will be billed directly to the credit card you provide at check-in. WPPI Energy covers the cost of the flight for all attendees receiving either the Chief Executive Grant or the Airfare Grant. For questions regarding flights or hotel planning please contact Rebecca Kraemer at 608.834.4572 or rkraemer@wppienergy.org.

What about registering for the Rally?

WPPI Energy will also register you for the actual APPA Legislative Rally conference. There is no need to register on your own. When you arrive at The Mayflower Hotel, simply visit the APPA Legislative Rally registration table on the ground floor to pick up your name tag and packet. Registration costs are covered by the chief executive grant, but not by the airfare only grant. WPPI Energy will invoice participating member utilities for the cost of registration, if applicable.

Will I receive travel information and talking points before I leave for my trip?

Yes, you will. About a week before the Rally, you will receive a packet of information from WPPI Energy. This packet will include your travel itinerary, hotel confirmation number, talking points, a list of attendees, agenda highlights, dinner information and various maps. Please review this information, as it includes important details on where and when to meet the group and your congressional representative.

Which meals are covered through my registration and attendance?

A number of meals are covered through your registration and attendance at the APPA Legislative Rally.

Meals that are covered include:

Monday

- APPA evening welcoming reception (heavy hors d'oeuvres)

Tuesday

- APPA L&R committee luncheon
- WPPI Energy hosted dinner

Wednesday

- APPA Legislative Rally breakfast

How much does attending the APPA Rally cost if I get the chief executive grant?

Based on a two night hotel stay, the trip would cost nothing to your community. Because of the important role mayors and village presidents play in our relationship with Congress, WPPI Energy covers airfare, two nights at the hotel, registration and provides a \$250 stipend for incidentals. Please note, any additional nights at The Mayflower beyond the two nights covered by the chief executive grant are your responsibility and the average nightly rate is about \$350.

How much does attending the APPA Rally cost if I get the airfare grant?

APPA has negotiated a discount with the Mayflower Hotel; however, Washington, D.C. hotels are quite expensive. The nightly rate is about \$400. Additionally, the APPA Rally registration fees are \$375. A conservative estimate is that if you stay for two nights, the total cost will be approximately \$1200.

Will I need to submit an expense report to WPPI Energy if I receive the chief executive grant?

No, an expense report will not be required. We will mail a \$250 stipend check to your home address prior to the Rally if you are the recipient of the chief executive grant.

Can I bring my guest to all events?

Since the Legislative Rally is hosted by APPA, any guest at an APPA event must be registered. If you would like to bring your guest to APPA's welcoming reception or L&R committee luncheon, they will need a ticket. Tickets to the welcoming reception are \$75 and tickets for the luncheon are \$71. WPPI Energy may have a limited amount of free tickets for the luncheon available on a first come, first serve basis. Guests are always welcome at the WPPI Energy/MEUW sponsored events including the WPPI

hosted dinner. Please indicate on the travel grant form if you will be bringing a guest. If your guest will accompany you to an APPA event, we will assist you in getting your guest the applicable ticket.

In addition, due to the small sizes of legislators' offices, limited seating and time constraints, it is requested that only public power representatives, their City or Village governing board members, mayors and village presidents attend the actual meetings with the Members of Congress during our scheduled time.

How do I get from the airport to The Mayflower and from The Mayflower to Capitol Hill?

Washington, D.C. has a great subway system that will take you from the airport to within a few blocks of The Mayflower Hotel and from The Mayflower Hotel to within a few blocks of Capitol Hill – you can use the trip planner at www.wmata.com or Google Maps to figure out exact lines and stops.

Additionally, there is a taxi stand right outside the baggage claim area of Reagan National Airport (DCA). Finally, mobile transportation apps like Uber or Lyft are great options in D.C. and are available for download in the app store on your phone.

If you have any other questions, please contact:

Joseph Owen
608.834.4517
jowen@wppienergy.org