



Tips for Effective Meetings with Legislators

Research

Know where the district is.

What cities/counties are included, and where is the legislator is from.

Find common ground with your legislator. Do research before your meeting. Look at their social media platforms and see if you can find information on them that is relatable.

Know what information you want to share with the legislator. Come prepared with local statistics and information and stories that back up your message.

Personalize

Develop your personal story.

Use **one or two compelling statistics** that relate to the district and connect it back to your story.

Create a “Thank You” email to send your legislator and their staff after the meeting. This should include the key messages you shared during the meeting and a reminder to the legislator of your ask in your email.

Meeting Preparation

Have a plan for the meeting.

Which virtual platform will you meet on?

What are your meeting objectives? Educate and share information. Ask your legislator to attend a coalition meeting or an upcoming event. Make sure to have an “ask!”

Develop an **agreed upon protocol of how the meeting will be conducted.** Who will be speaking, and what order? Who will be making the “ask?”

What is the most important thing you want your legislator to remember? **Know the material** and plan for a way to get back on track if needed.

Decision Maker Meeting

Share personal stories to help your legislator understand and care about the issue. Try to establish a connection with them.

Remember to listen. What is their story? How can you capture their interests with your issue?

Make sure your legislator understands the key messages you want them to focus on. Be bold and **deliver your ask** with your legislator.

Thank your legislator them and their staff for their time, and **follow-up with them after the meeting** by sending you a “Thank You” email.