

## Step 1: Plan It Out

- Make sure that before you go into a meeting, you have done your research and know how you want to present your issue. Brainstorming and role-playing your meeting ahead of time can ensure that you feel ready.

## Step 2: Identify Yourself

- Explain that you are a constituent, and talk about your school, church and/or organization that inspired your passion about this issue and desire to meet and discuss it.

## Step 3: Work Together

- One of the greatest advantages to meeting in a group setting is that you can share information and discussion among group members. Brainstorming and role-playing ahead of time will ensure that you know how to best address your topic as a group and share crucial information.

## Step 4: Ask

- Be specific about what action you are asking your legislator to take. This may involve some additional research if there is current legislation going through Congress, or you can provide suggestions based on your own research on the issue. Make sure to ASK if she/he will support you!

## Step 5: Debrief and Follow-Up

- Discuss with your group how the meeting went so that everyone is on the same page about what the legislator said, and whether you all feel that you were successful. Make sure to send a thank-you note or e-mail—this is both polite and helps to establish a relationship with that office. Also, let us know how the visit went by completing and submitting the online report at <http://www.confrontglobalpoverty.org/act/toolkit/district-visit-form/>

## Step 6: Celebrate!

- See? Meeting with congressional representatives isn't nearly as scary or intimidating as you might think. Celebrate that your voice makes a difference, and that you are playing a major role in advocating for your issue—and for others!