

Ten Steps for Effective Grassroots Lobbying

- 1) Arrive on time and check in with the assistant. Keep the group size to three or fewer. Turn your cell phone ringer off before entering the office.
- 2) Have business cards ready to give to staff and legislators.
- 3) Always treat legislators and staff with respect. The legislative session is extremely hectic. They may be dealing with a variety of issues. Be polite and understanding if an appointment must be delayed or rescheduled. Appointments are typically 15 minutes long. Do not stay longer unless the legislator clearly asks you to. (Someone else is probably waiting for the next 15 minutes.)
- 4) Share your handout and explain why Fair Funding is important to your family and community.
- 5) Listen to the legislator's viewpoint. Never argue, even if you don't agree. If the legislator asks for more information, be sure to follow-up.
- 6) Thank both legislators and staff for their time. Write thank-you notes after you return home.
- 7) Never interrupt if you see a legislator talking in the hallway. Many private meetings are held in the hallway.
- 8) Keep your voice down in the hallways. Many people are working in a space with few walls.
- 9) Think before you speak. Everything you say in a hallway or cafeteria will be overheard and repeated.
- 10) If a legislator asks for more information, or suggests action be sure to let Heather know for follow-up.