



## TIPS FOR ADVOCACY DAY

When you meet with a Member of the California Legislature, expect to be granted about 15 minutes with your legislator and/or their staff. Don't be offended if you are interrupted. Be flexible and prepared to make every second count.

- Prepare for your visit – review your materials ahead of time and coordinate or practice with your teammates. Business casual attire is the standard for these meetings.
- Do not keep the legislator or staff person waiting. Be prompt to each meeting. If you are running late, your group leader should call the office and communicate directly with the scheduler or individual(s) you are meeting with.
- Don't be offended if you are kept waiting. It is sometimes impossible for legislators or their staff to be prompt.
- Begin with a quick round of introductions – names, relation to bleeding disorders, and your hometown. Constituents of the member should go first and take the lead in the meeting.
- Do not waste time. Remember why you are there. Following introductions, at least one person should share their story, and then you can go through the issues and “asks” that we are bringing to the legislator or staff person.
- Use persuasion, not confrontation. Present your concerns clearly and in an orderly fashion. Do not overwhelm the legislator or staff person with impersonal statistics and details. State the problem in human terms, with real examples of how the situation adversely affects their constituents.
- Inform the legislator as to how you will follow-up after the meeting. Offer to provide a fact sheet or other supplementary information and further assistance. Do not leave the office without the name of the staff person who will be your contact on the issue.
- Never make up answers to a question if you are unsure. It is always okay to say you don't know and that you will get back to them with an answer – then be sure to write down the question and ask HCC to follow up.
- Send a thank you note to the legislator or staff person. If you thank the staff person you met with by name, the letter is sure to end up on the legislator's desk. In your letter, take the opportunity to review the issue. The importance of follow-through cannot be overstated.