



Letter/Email Writing Advocacy Workshop

Presented by Naomi Williams & Charlie Miller



Why is writing your Legislator Important?

- When you write your legislator, you are letting them know these issues are Important to their communities in their districts.
- The Legislator goes through a lot of different issues and topics during the Legislative session, so sometimes we must educate them on issues that matter to us.
- We must remember that this is a part time job for them.



Who should you write to?

go to [Openstate.Org](https://www.Openstate.Org)

Click on “Find your Legislator” and Type in your address

There you will find both your Senate and House Legislator.

If you are writing a letter make sure you know their Legislative office address.

4 simple steps to Write a great letter/email

- 1. Introduce your self!
- 2. List the issues
- 3. Tell them why it matters to you!
- 4. Make the ask and say thank you!

4 Easy Steps to Share Your Story with Policymakers: Virtual Edition!



1 **INTRODUCE YOURSELF**



- Thank your listener for the opportunity to write to them
- Tell them your name
- Tell them you are their **CONSTITUENT**
- Tell them where you live

2 **LIST THE ISSUE**



- Tell them what issue you are writing them about
- Examples of possible issues:
 - Medicaid
 - Education
 - Housing
 - COVID
 - Employment
 - Voting

3 **TELL THEM WHY IT MATTERS TO YOU**



- Describe how the issue impacts you or people you care for, either personally or professionally
- For example: Medicaid waivers allow me or my family member to live in the community

4 **MAKE THE ASK AND SAY THANK YOU**



- Describe in 30 words or less what you would like the policymaker to do
- For example: I ask that you increase the number of slots for NOW/COMP Medicaid Waivers
- Thank them for considering your request!



Template

We want to make sure we are Short Sweet and too the point.

Make sure you let them know you live in their District.

When writing about a issue you care about give them examples about why this matters to you.

Most Importantly make sure you thank them for their time

Letter/Email Template

Dear **[Insert YOUR Senator or Representative's name here]**,

My name is **[INSERT NAME]**, and I am your constituent. I currently live at **[INSERT YOUR STREET ADDRESS]**. I am writing to you today to discuss **[INSERT ISSUE]**. This issue is very important to me because **[TALK ABOUT WHY IT MATTERS TO YOU]**.

I am asking that you support **[INSERT ASK]**, which will make a tremendous impact on the disability community.

I look forward to working with your office on this important topic! Thank you for your time and consideration.

[INSERT YOUR NAME]

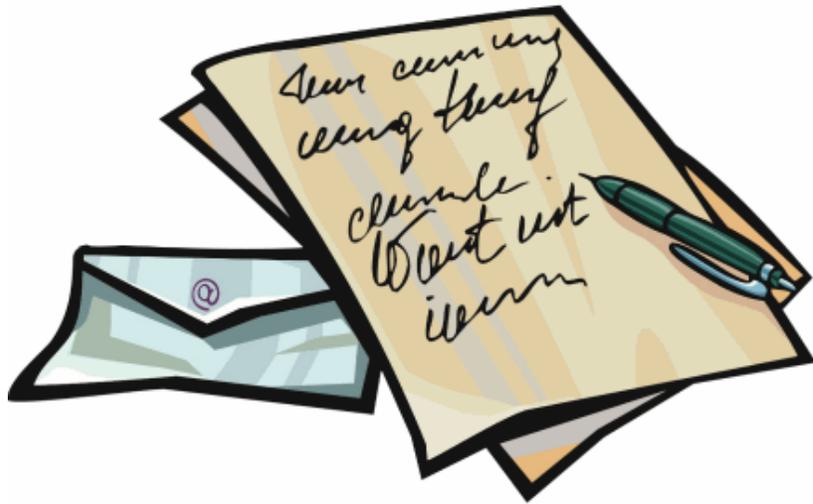


Quick Tips and Tricks once you have reached out.

- If you come to a point and the legislator asks you a question you don't know the answer. It is ok to say I don't know Tell them you may not know the answer, but you can find out!
- Reach out and check in every now and then
 - they love to hear good news that things are working!
- Once you have Developed a Relationship with your Legislator Use GCDD as a resource to back you up with any facts or Policy information we would be happy to work with you to find any answers



Thanks for Listening and Happy advocating!



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FIND US ONLINE

