



Photo by Philip Laubner/CRS

# Meet With Your Member of Congress

Research shows that nothing is more impactful than in-person meetings with your member of Congress.

Constituent meetings offer a valuable opportunity to develop relationships and be in conversation with members of Congress and their staff. Meetings are a powerful way for staff and members of Congress to hear why you care about the issue and how you and your community are advocating for it. Meetings also give you the opportunity to ask your member of Congress to support your position.

Use the steps below to schedule and conduct an effective meeting with your member.

## Step 1 / *Preparation*

Familiarize yourself with your member's position on the issues.

Contact the office 4 to 6 weeks before the desired meeting date to schedule your

meeting. Offer multiple dates and times. Once it is scheduled, call or email a few days before to confirm.

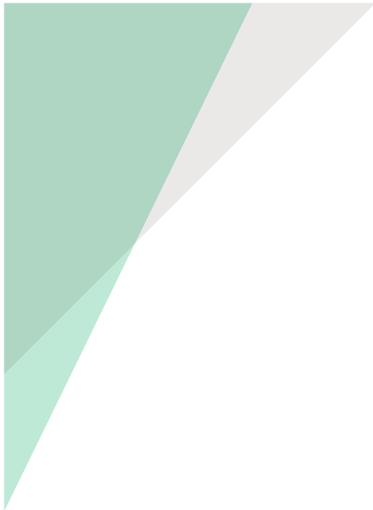
Gather as a group beforehand to review relevant materials and assign meeting roles. Decide who will introduce the group, present the issue, ask for the member's support, share a personal story and take notes.

## Step 2 / *Meeting*

### INTRODUCE YOURSELF

It's important to identify who you are and who you represent. As a constituent who represents an organization and other constituents in your district, your voice matters.





## WORK AS A TEAM

Follow the plan you set and stay on topic with your issue, but remain flexible. Your meeting is an opportunity for powerful storytelling and to share why this issue is important to you and other constituents in your community. Remember: not everyone needs to speak. Execute your plan in a way that is comfortable and makes sense.

## MAKE THE ASK

When you have finished sharing about the issue, ask if your member will support you! Listen carefully and ask for clarification if you get a vague response.

## Step 3 / *Follow up*

### DEBRIEF

As a group, review: What did you hear? What are the next steps? How did you do? As a team? As individuals? What could you do better or differently next time?

### THANK YOUR MEMBER

Send a thank you note or email to your member's office within one week of your meeting. Not only is this proper etiquette, but it helps to develop your relationship with that office and to share any follow up information.

Celebrate your group's accomplishment in taking part in the most effective way to impact policy and your member of Congress. Your voice makes a difference!

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Join us at  
[crs.org/act](https://crs.org/act)  
and by texting  
ACT to 677-68.