

TIPS FOR EDUCATING YOUR LEGISLATORS

<p>Visits to Public Officials</p> <ul style="list-style-type: none">-Make an appointment.-If you wish, take a friend with you who knows the subject.-Be prepared to talk on one or two issues.-Be on time.-Begin with a warm introduction.-Briefly and concisely share your experiences, first-hand knowledge of the need for your issue.-Leave written materials, if possible.-Offer to get more information, if needed.-Leave on a positive note and keep the door open for future contact.	<p>Before the General Assembly Session</p> <ul style="list-style-type: none">-Visit your senator and delegate at their home office.-Identify legislative priorities.-Motivate your friends and family to make contact with their senator and delegate.
<p>Telephone Calls to Public Officials</p> <ul style="list-style-type: none">-Give your name and address.-Speak directly to the senator or delegate, if possible.-Be brief and concise.-Focus on one issue.-Indicate your position.-Use bill number, if known.-Be sure your message is understood.	<p>During the General Assembly Session</p> <ul style="list-style-type: none">-Identify legislation in which you are interested.-Follow the legislation through action of Subcommittee and Committee and contact your legislator at each step of its journey.-Telephone contact is often necessary when legislation is moving fast.-Attend subcommittee and committee meetings or keep in contact with committee staff.-When legislation reaches the floor, call your senator or delegate.
<p>Personal Letters to Public Officials</p> <ul style="list-style-type: none">-Use correct form of address (elected officials are addressed: The Honorable Full Name/Street Address/City, and Dear Senator or Delegate Last Name)-Focus on one issue-Briefly identify your interest in the issue and describe your experiences.-Use bill number, if known.-Be positive and constructive-Ask questions that require a response.-Enclose informational materials, if any.-Follow-up with a thank you letter.	<p>After the General Assembly Session</p> <ul style="list-style-type: none">-Write letters of appreciation to those who were helpful to you and supported your issues.

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Essential Points to Remember

- Find out committee and subcommittee assignments of your senator and delegate.
(Committees which are most important to our issues)
- Visits are better than letters, but when writing, send personal letters; form letters do not get the legislator's attention.
- Share your experiences and reasons for concern.
- Remember, your experiences are special. *Be positive, friendly and personal. Be persistent!* It takes time and effort to achieve change.

CONTACT US FOR MORE INFORMATION:



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