

DOS AND DON'TS IN YOUR VIRTUAL MEETING:

- DO be on time. If you are going to be late, let your State Captain know, If your entire delegation is going to be late, then **call Advocacy Associates** (view help number in your online schedule under talking points) and we will update the Congressional/Senate office.
- DO your homework! Be prepared! Check out the websites for your Senators and Representative in advance. Review any biographical information about your Senator or Representative and which committee(s) they serve on, including which of our bills fall under what committees, and if your legislators serve on those key committees. Committee assignments determine if your Members of Congress will have an opportunity to vote on legislation being considered by that committee. **If you are a new advocate, DON'T worry, your State Captain will assist and provide this information for you.**
- DO build a bridge: compliment the Senator, Representative, or staffer by saying you are familiar with the lawmaker's track record of pro-family legislation and actions—and this is perfect because we are pro-family, too.
- DON'T get distracted! It is tempting to talk about other issues important to you, but it will dilute your message about infertility. Stay on the topic! You are representing RESOLVE and ASRM and talking about the Issues that we are supporting. It is important to be mindful and respectful of the limited time of your meeting.
- DO show respect for the staffer, and DON'T be disappointed that you are not speaking with or virtually meeting with the Senator or Representative. Meetings with staffers are often more important than meeting the elected official and provide an opportunity to form a relationship. Staffers yield a lot of influence in their office; they research the issues, make recommendations to their boss and push the agenda forward. It is critical that you make a strong impression about the importance of these initiatives with the staffer.
- DO stay positive and DON'T get defensive if you don't like the questions you are asked. While this is very personal to you, Members of Congress and their staffers are just trying to gather information and determine which issues should be prioritized among the many issues presented to them daily—and they may know nothing about this topic. Stick to the facts and stay calm, but feel free to show your passion for our cause.
- DO ask for the contact information of the people you spoke with or virtually met. Confirm whether they prefer follow-up by phone or email.
- DO jot down highlights of your Congressional meeting afterward so RESOLVE can utilize the information for further advocacy efforts. Use the meeting notes form in the Advocacy Associates tool to report back on your meetings.

- DO use terms like “Pro-Family,” “infertility is a disease,” and “family building” when discussing infertility and the right to build or grow a family. Using these terms ensure we are communicating consistently about our issues and that our terminology reflects the multi-faceted issues included in our legislative priorities.
- DO remember to thank the Senator, Representative, or staffer for their time, regardless of their level of support expressed during the meeting.

- DON'T try to answer questions you don't know the answers to; just note the question and convey that you will get back to them with a response. PLEASE EMAIL RESOLVE AT ADVOCACY@RESOLVE.ORG AS SOON AS POSSIBLE IF YOU PROMISE TO DELIVER ADDITIONAL INFORMATION. We will help you follow up. The Advocacy Associates online tool also has a feature where you can add notes from your meetings. This is a great place to note any comments or questions you received during your calls.

- DON'T forget to follow up within two weeks of Advocacy Day. Your State Captain will provide you with follow-up templates. Keep following up regularly until you have an answer from the office.

- DON'T be apologetic about wanting to build or grow your family. You didn't CHOOSE to have challenges in building your family!!

- DON'T take a screenshot of your video meeting without the permission of the staffer and/or Member of Congress! If they say yes, do make sure to tag RESOLVE and ASRM in any social media posts!