



Attending Your Congressional Meeting

Sample Meeting Outline

A. Open the Meeting

Have each ONE member introduce him/herself, where you are from, and BRIEFLY mention why you are personally involved in fighting extreme poverty. The most important part is to be yourself and show you are a constituent who truly cares about these issues!

B. Introduce ONE

- ONE is a global advocacy and campaigning organization backed by more than 2 million people from around the world, dedicated to fighting extreme poverty and preventable disease, particularly in Africa.
- Discuss some actions local ONE members have taken in the state and make sure to include the number of ONE members that are in the member of Congress's state and/or district. (If you need this information, contact your field representative or Kim Smith at kim.smith@one.org).
- Thank the member of Congress for any global poverty legislation they have recently supported. If they have not supported any global poverty legislation, then thank them for their time today and their leadership.
- Explain the importance of U.S. leadership in fighting extreme poverty and global disease. Around the world, more than two billion people live on less than \$2 a day, and a consensus is growing that it is in our national interest to help build global stability and address poverty reduction seriously.

QUICK TIPS

- **Know the issues.** Before your meeting, be sure to carefully go over your main points. ONE will provide a background brief and specific "asks" for your member of Congress.
- **Pick a leader.** This person will begin with introductions, watch the time, and ensure everyone has a chance to speak and stays on message. The leader is also in charge of following up after the meeting.
- **Stay on message.** Your meeting will be short and you have limited time to make sure all your "asks" are included. Use your time wisely to make sure all necessary information is conveyed.
- **Avoid hot-button issues.** The purpose of your meeting is to advocate for the world's poorest people. If an elected leader or staffer asks your feelings on hot-button issues, politely remind him or her that you are there to discuss the U.S. role in fighting extreme poverty around the world, and how important that is to you.
- **Follow up.** After a week or two, be sure to call or email your representative's office and find out if any action has been taken on your "asks."



C. Introduce ONE's Issues

- You might say, "Today we would like to discuss some policies that can make real progress in the fight against global poverty. Specifically, we would like to discuss..." and then bring up no more than two or three issues, key pieces of legislation, or basic "asks" for your meeting. Sample:

ASK: Please support a robust increase for the International Affairs Account in 2010.

- More than 2 billion people around the world live on less than \$2 per day, with thousands dying every day from treatable preventable diseases such as malaria. America has a long tradition of helping people help themselves. Currently, we have the technology and effective, affordable solutions to end extreme poverty and save and transform the lives of millions of people in the world's poorest countries.
- The United States has made important investments that have delivered real results in reducing poverty and saving lives in the poorest parts of the world. Thanks to American help, an estimated 3.2 million Africans are currently on life-saving AIDS treatment, up from 50,000 in 2002. The lives of three and a half million children are saved each year from preventable diseases. In many countries, child mortality rates have dropped by more than 40 percent because of new access to simple medicines and treatments.
- Congress and the President are needed to budget and appropriate significant increases for the International Affairs Account, which supports critical life-saving programs, including those providing access to prevention and treatment for HIV/AIDS, tuberculosis and malaria; promoting child survival and maternal health; supporting agricultural development and food security; increasing and developing resources of clean water and sanitation; providing relief from crushing debt burdens; supporting basic education; and fostering economic development in the poorest nations. For example, PEPFAR, the President's Malaria Initiative and the Global Fund to Fight AIDS, Tuberculosis and Malaria are critical vehicles Congress authorized in 2008 and should fund in full.

D. Wrap Up

Always close each meeting with a thank you and a promise to follow up on questions or requests for more information.