Meet with Your Member of Congress

Meeting in-person with your Member of Congress

What better way to make sure your voice is heard than to pay a visit to the local office of your senator or representative? Get a small group together and talk to your member about why you are passionate about the fight against extreme poverty and what smart global development programs and your legislators can do to help. Town hall meetings and candidate forums are another great way to use your voice for the world's poorest people. Bring friends with you and ask your representative what they are doing about poverty and disease around the world.

Sit-down meetings with your members of Congress are the most effective way to influence global development policies. These meetings make a bold statement about your commitment to fighting extreme poverty and your support of life-saving development programs.

Scheduling a Meeting:

Determine where to go
Use www.house.gov and www.senate.gov to find your representatives and senators. Your Members of Congress have offices in both Washington, D.C. and in your home district. Constituents can set up meetings in either office.

Call the office
After you decide which office you want to visit, it is best to call the office to find out the best method to set up a meeting. Each office has its own policies about how to set up a meeting. Click contact on your member's bio to find the number for his or her in-district and DC offices.

When you are connected to the office say:
Hello, my name is _____, and I am a constituent in (city, state). I would like to set up a meeting with
Senator/Representative _____and I am calling to find out the best way to submit a meeting request.

Fill out a request
Occasionally, an office will allow you to request a meeting via phone, but often they will want the request in writing via fax, email or a letter. Some offices will ask you to fill out a form and others will ask you to submit a letter requesting a meeting. See below for a sample meeting request letter**.**

Follow-up
If you don't hear back after one week, feel free to follow-up to see if your request was received and if they've had a chance to look at it.

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Attending your Congressional Meeting:

Briefing packet
Contact meredith.horowski@one.org and let us know you are planning a meeting with your member of Congress. We will provide instructions on how to run the meeting, talking points, as well as information to include in a briefing packet. These will be customized for your member of Congress and will be up-to-date with our most current legislative asks.

Tell us about your meeting
We want to hear about your meeting! Click here to report your points for your meeting and to give us feedback about how it went. This will provide valuable information as we work together with Congressional offices to shape U.S. global development policies.

Take further steps
Consider attending a town hall or candidate forum. Call your Member of Congress' office or visit their website to find out when they will host a town hall meeting or forum. Work with other students and ONE members to prepare a question about global development or ONE's priorities to ask at the meeting. Be sure to thank your Member of Congress for their service and stay on message during your interaction to ensure a direct response.

Sample meeting request letter

(Today's Date)
Senator/Representative (First name) (Last name)
District Office Address

Dear Representative/Senator (Last name),

I am writing as a constituent and a student from (your school) who is concerned about fighting extreme poverty. I would like to schedule an in-district meeting to discuss what the U.S. is doing to assist the world's poorest and most vulnerable people. These issues are very important to me and the other constituents from (your state or district), who will be joining me.

(If you know a specific bill, bill number or topic you would like to cover, briefly explain it here.)

I hope you will be available to meet with us, but if not, we would like to meet with the appropriate staff member from your district office. I will be sure to follow-up to ensure that this request was received.

Sincerely,
(Your name)
(Your phone number)
(Your email address)