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Welcome

To

Connecticut Citizens Defense League

2019 Legislative Workshop

The 2019 General Assembly Regular Session

January 9, 2019 - June 5, 2019

Tips for Communicating with legislators

Legislators want and expect to receive emails, letters and phone calls on issues that are important to their constituents. Connecticut legislators usually don't receive many emails, letters or calls about most issues, but when they receive numerous communications about the same issue they are more likely to give those special attention. It's important for them to get the facts and important information about your issue. Contact your legislators; It does make a difference.

Writing or Emailing:

- Keep it short and to the point. Try to address Only one bill or issue per email / letter.
- Be polite! You want to build on communications with your legislator.
- Use a standard font (Times New Roman, Helvetica Calibri) and in font size 12.
- Start your letter by stating what you want your legislator to do; Example: "please vote in favor of Bill xxx' or "I would like for you to..."
- Give personal reasons why this issue is important to you.
- Point out the effects a bill will have on any local groups, organizations or groups of people.
- Any Letter is Better Than No Letter. Don't worry about the format. Handwritten, computer printed, emailed or even a postcard is all fine just be sure it's legible. Hand addressed envelopes are best, they tend to get opened first.
- Use your email / letter more than once. You can send it to other legislators or to the editor of your local paper.
- If you get a response share a copy with organization(s) that are interested in the same issue.
- Follow up on how the legislator voted; email / write a "Thank You" note, or a note of regret; let them know if you are disappointed.

Phone Call:

- If you prefer to communicate with your legislator by phone that's fine any type of contact is important.
- Be Polite! Keep it friendly, short, and to the point.
- If you get a voicemail leave a message as to what you want the legislator to do.
- If asked a question you don't know the answer to, promise to get back to them with the answer and be sure to do it.

Tips for Communicating with legislators

Face-to-Face:

- A face-to-face visit is the most effective way to influence a legislator.
- Legislators are very busy; so be flexible and try to schedule a meeting at their convenience. Often meeting locations can be local.
- When you call to schedule the appointment let them know what issue you want to discuss.
- Limit your meeting to one or two issues.
- Keep the meeting polite and friendly.
- Exchange ideas; if possible bring a like-minded person with you.
- Leave literature about your issue and or a CCDL brochure; this will serve as a visual reminder of your visit.
- If the legislator is unable to meet or attend the scheduled meeting ask to meet with their legislative aide instead.
- Treat all staff with respect.
- If asked a question you don't know the answer to, promise to get back to them and be sure to do so. You need to be a reliable source of information.

Walk-ins:

- Possibly the least utilized way to communicate with legislators is a walk-in visit.
- If you're in the area, taking a guided or self-guided tour of the capital; stop by their office.
- When at the capitol giving public testimony, stop by their office, let them know that you're there giving testimony, on which bill and if you are opposed or in support of it.
- There is a chance that they'll be unavailable, leave a hand-written note.
- Walk-in memo forms are available with the receptionist or are on the counter near their office.
- Leave them your cell phone number in case they want to contact you while you are at the capitol.

For any grassroots efforts is imperative that people **get active and involved** with the issues that concern them. Taking the time to contact your legislator is a key element to defending and promoting our efforts. To find who your legislator is, their contact information, or directions to the legislative office building, visit WWW.CGA.CT.GOV

Sample Letters / Emails to Legislators

Use these samples as a reference. Be sure to replace the [] sections with your own wording.

Sample 1:

[date]

Dear [name of the legislator];

I'm a resident of [your town/city], Connecticut and wish to voice my [support / opposition] for proposed legislation bill [Bill #]. The intentions of this bill is to [the brief purpose of the bill]. Your [support / opposition] for this bill is important because [reason(s) why you support/oppose this bill]. I ask that you [support / oppose] [bill # and title].

If you wish to discuss this further feel free to contact me.

Sincerely,
[your name]
[address]
[town, CT zip]
[phone # (optional)]

Sample 2:

[date]

re: [Bill #]

To [name of the legislator]

I live in [your town/city], Connecticut and wish express my [support / opposition] for a proposed bill. An act '[title of the bill]', I ask you to [support / oppose] this bill because [reason(s) why you support / oppose this bill]. This is why I ask you to [support / oppose] An act '[title of the bill]'

Thank You for your time.

Respectfully,
[your name]
[address]
[town, CT zip]
[phone # (optional)]

Sample Letters / Emails to Legislators

Sample 3:

[date]

The Honorable [name of the legislator];

I reside in [name of your town], Connecticut. I have learned of a proposed bill that I'm compelled to write my [support / opposition] for [Bill #]. I'm in [support / opposition] of this bill because [reason(s) why you support/oppose this bill]. I ask you to also express your [support / opposition] for this bill. I look forward to hearing from you.

Sincerely,
[your name]
[address]
[town, CT zip]
[phone # (optional)]

Tips for writing to legislators:

- keep it short and to the point. Try to address Only one bill or issue per email or letter.
- Be polite!
- Use a standard font (Times New Roman, Helvetica Calibri) and in font size 12.
- Start your letter by stating what you want your legislator to do; Example: "please vote in favor of Bill xxx' or "I would like for you to..."
- Give personal reasons why this issue is important to you.
- Point out the effects this bill will have on any local groups, organizations or people.
- *Any Letter is Better Than No Letter.* Don't worry about the format. Handwritten, printed, emailed or even a postcard is all fine just be sure it's legible. Hand addressed envelopes are best, they tend to get opened first.
- If after 4 business days you don't get a reply, follow up with a phone call or second email.
- Use your email / letter more than once. You can send it to other legislators like the Majority Leader and the Minority leader and to the editor of your local paper.

Resources:

All Links below available at: www.ccdl.us/how-to-help/legislative-workshops-resources

CT Citizens Defense League: www.ccdl.us

CT General Assembly (Text and status of bills): www.cga.ct.gov

Find your legislators: www.cga.ct.gov/asp/menu/cgafindleg.asp

Connecticut Firearms Law: <http://jud.ct.gov/lawlib/law/firearms.htm>

The Office of Legislative Research: <https://www.cga.ct.gov/olr/default.asp>

CT General Assembly Legislative Library: <https://www.cga.ct.gov/lib/>

Connecticut's Main Page: www.ct.gov

Connecticut Pistol Permit Issues: www.ctpistolpermitissues.com

CCDL's Guide for Letter Writing: <http://ccd.us/how-to-help/letter-writing-guide>

Letters to the editor Contact List: <http://ccd.us/how-to-help/letters-to-the-editor>

CT Dept. of Public Safety Crime Reports: <http://www.dpsdata.ct.gov/dps/ucr/ucr.aspx>

Statistics: www.fbi.gov

Statistics: www.gunfacts.info

Statistics: <https://www.atf.gov/resource-center>

U.S. Congress (Text and status of Federal bills): <https://www.congress.gov/>

U.S. House (Federal Legislation): www.house.gov/

U.S. Senate (Federal legislation): www.senate.gov

U.S. Government portal (State and federal agencies links): www.USA.gov

If you have any questions feel free to email Ray Bevis Legislative Coordinator at legislative@ccd.us

Directions to the Legislative Office Building

**THE LEGISLATIVE OFFICE BUILDING (LOB) IS LOCATED AT:
300 CAPITOL AVENUE, HARTFORD, CT 06106**

Traveling on I-84 East

Take Exit 48, Capitol Avenue, get into the right lane of the exit ramp.

At the end of the exit ramp turn right onto Capitol Avenue.

Take the first right past the Legislative Office Building, proceed to the back of the garage and take a right to enter the garage using the right hand lane (visitors).

Traveling on I-84 West

Take Exit 48, Asylum Street, at the end of the exit ramp turn right at the light onto Asylum Street.

At the YMCA turn left onto Broad Street, proceed through two stop lights, immediately after the Armory building take the first left and then another left at the end of the short access road.

Follow this road around the garage to the back and take a right to enter the garage using the right hand lane (visitors).

Traveling on I-91 North or South

Take Exit 29A, Capitol Avenue, proceed through the Pulaski Circle at the end of the long exit road.

Take a right on Elm Street and turn left at Trinity Street.

Go past the Capitol building and the I-84 entrance ramp, all on your right.

Take the first right past the Legislative Office Building, proceed to the back of the garage and take a right to enter the garage using the right hand lane (visitors).

Parking

Limited public parking is available on the first floor of the parking garage. Use the main entrance to the building outside facing the armory. On hot topic public hearings, expect delays and lines to get in; dress appropriately for the possibility of having to wait outside for an extended time.