



Citizens' Climate Lobby Citizens' Climate Education



ACTION SHEET, MAY 2019

Monthly Meeting, Saturday, May 11, 2019
10:00 a.m. Pacific / 1:00 p.m. Eastern

Two Ways to Join

- To connect by video conference, go to <http://cclusa.org/meeting>
Note: To improve audio/video quality, close all applications and other browser windows
Note: Read this [Zoom doc](#) to see how to turn on closed captions and adjust the font size
- To connect by phone: If you have unlimited calling, please call 1-646-558-8656; otherwise you can call toll-free at 1-877-369-0926. Enter 2017-2017-17 as the meeting ID.

If you have problems connecting, please contact Zoom's 24/7 support at 888-799-9666

CONFERENCE CALL GUEST: Carlos Curbelo, former U.S. House member



Before leaving Congress, Carlos Curbelo did more than any Republican to tone down the divisive rhetoric on climate change and start a movement to turn it into a bipartisan issue. Along with Rep. Ted Deutch (D-FL), he led the formation and growth of the Climate Solutions Caucus, which had 45 Republicans and 45 Democrats at the end of the previous Congress. In January, he joined the Center on Global Energy Policy at Columbia University's School of International and Public Affairs, and he also joined the advisory board of the Millennial Action Project, a nonprofit focused on getting younger lawmakers to work across the

aisle and to bring civility to the governing process. He joins this month's call to talk about building the momentum for a bipartisan approach to solving climate change.

Actions

1. Create lobby meeting plans to share with your liaisons
2. Make a crazy number of calls on June 5th - Call Congress Day
3. Exercise - Tune up your talking points with our new Study Guide
4. Preview of June Action: Be ready to tweet your members of Congress on June 11

If your Action Sheet is printed and you'd like to be able to click the links below, you can download this Action Sheet at cclusa.org/actionsheet. There's a Spanish version of the Action Sheet there too!

Create lobby meeting plans to share with your liaisons

LOBBY ACTION

For the first time in the history of CCL lobby days, your volunteers will talk to their members of Congress in D.C. about a bill that is in play. Planning the June 11 lobby meetings with your Representative and Senators in advance lets you make the most of the precious minutes that you spend in the member of Congress's office.

Gather your volunteers to collect their ideas for the lobby meeting plan. The Study Guide exercise will help you do this. Next, condense the ideas down to your best suggestions, and then convey the suggestions to the liaisons for your members of Congress, both House and Senate. Contact your [regional coordinator](#) if you're not sure if there is a liaison and how to contact them. **Deadline: May 23rd.**

Liaisons will finalize all of the best suggestions into a meeting plan that will be given to the lobby teams to use in their June 11th lobby meetings. The **deadline for liaisons to submit the plan is May 30th**, so your May 23rd deadline is key. See the [Meeting Plan Template](#) (also included at the end of this Action Sheet) for the questions that liaisons are asked to plan for the D.C. lobby teams.

If your Representative or Senator does not have a liaison, then your chapter can create a plan for your member of Congress and submit the plan online by **May 30th**. Step 4 below tells you how to submit the plan.

At your meeting

1. Quickly walk through the [Planning your lobby meeting](#) page with your volunteers.
2. Solicit, discuss and prioritize your volunteers' lobby meeting agenda ideas. Key items to discuss include the appreciation, primary goal, supporting asks, and open-ended questions for discussion.
3. If there is a primary liaison, but the liaison is not at your meeting, assign someone to send the prioritized ideas to them.
4. If there is no liaison, fill in the Meeting Plan template on page 5 below and [submit it via this online form](#). Note that the form allows exactly one plan submission per member of Congress.

More resources

- [Making Primary and Supporting Asks - June 2019 Lobby Day](#)
- [Prepare for Lobby Day](#) (everything you could ever want to know in one easy place)

Make a crazy number of calls on June 5th - Call Congress Day

LOBBY ACTION

With a bill in play in the House, it's time to pull out all the stops, help make our Lobby Day a runaway success, and increase your Congress member's and staff's awareness of the Energy Innovation Act.

On June 5th, we will send an email to everyone in the national CCL database — and a text alert to everyone signed up to receive them — but it's you who will generate the most calls by organizing every member of your chapter to call their Representative and Senators.

To make calling easy and to automatically track the number of calls made, its best to use our online action tool - cclusa.org/call. This tool gives you a script and the phone numbers to call, and if you click “DONE CALLING” afterwards, your calls will be reported so that you don't have to submit a field report!

If your Representative has cosponsored the bill, you'll see that the calling script in the tool says,

I'm calling to thank you for cosponsoring H.R. 763 and to request that you ask one of your colleagues to join you as a cosponsor.

If your callers don't get through on June 5th, they can leave a message in the evening or call on June 6th.

As a group, generate a crazy number of calls

- Take a poll: “Who called on our Call Congress Day in November or June? Great! Keep your hand up if I can count on each of you to recruit one additional person to call. And who promises to call for the first time this year?” Ask everyone to write down their commitment.
- Set a chapter goal for how many calls you want your members of Congress to receive. Goal: _____
- Go to cclusa.org/callcongressday for calling graphics, flyers, emails, and more ideas for generating calls.

Take 5 minutes to work through these steps on your smartphone

- Sign up at cclusa.org/text to receive a text alert on June 5th with the link to the calling tool.
- Put the June 5th Call Congress Day in your personal calendar.
- Go to the Facebook event cclusa.org/call-congress-fb and check ‘Going’ and then ‘Invite friends’.

Which of your amazing volunteers get to do these?

- Create a calendar Event on your chapter's group on Community
- Send an email to everyone in your chapter group on Community on June 4th so they all have the calling tool link ready to go. The email might also invite everyone to post their calling success and the link to the calling tool cclusa.org/call on their social media after their calls.
- Look in the field report summary emailed to all GLs in July so that you can celebrate meeting your goal.
- If you are running a Dialing Congress Campaign (aka Grand Canyon Project), then ask everyone in that program to call on June 5th, rather than on their usual day.

Tune up your talking points with our new 'Study Guide'

STUDY GUIDE EXERCISE

We are an organization that believes in being prepared, and we know that you do too. As you know, there is an abundance of information on our CCL Community website to help you do just that. With the June lobby day approaching, we pulled out some of the resources we think will be most useful to you and put them into our new "Study Guide." Even if you aren't coming to D.C., you'll probably find it useful to take a look.

The Study Guide starts with a reminder about the importance of listening and asking questions. We think this is important because nobody likes to be talked to death! In fact, for the first time we are asking our lobby teams in D.C. to track and report how many open-ended questions we asked during each lobby meeting.

The Study Guide goes on to highlight the best training pages and resources to learn about The Energy Innovation Act, and then provides an example of how to effectively share information in the give-and-take of conversations with decision makers instead of delivering a monologue on a particular topic.

Exercise

Pair up with another volunteer, scan the resources on page 1 of the Study Guide, and then work through the effective communication exercise on page 2: cclusa.org/study-guide. After that, make a short list of the open questions and topics most appropriate for your members of Congress and where those questions belong in the meeting agenda.

More resources

- [Frequently raised questions in lobby meetings](#)
- [How to effectively provide information](#) (from Motivational Interview Training)

Be ready to tweet your members of Congress on June 11th PREVIEW ACTION FOR NEXT MONTH'S ACTION SHEET

Whether you are traveling to D.C. in June or supporting your D.C. team from home, you can get ready to do the tweet action in our June Action Sheet by [joining Twitter](#) and setting up your Twitter profile picture and bio. [Watch these two short videos](#) for help setting up your twitter profile and sending your first tweet. Then mark June 11th on your calendar and click "Going" and "Share" on [this Facebook event](#)! Using our online tool cclusa.org/tweet on June 11th makes tweeting Congress easy once you have a twitter account.

On June 11th, you can also support our **Hometown to the House Public Event** from wherever you are by monitoring CCL's Facebook / Twitter / Instagram to share/like/comment/retweet, etc., some of the posts. If you search on social media for #PriceOnPollution or #GrassrootsClimate you'll find even more posts to share/like/comment/retweet.

Meeting Plan Template

Member of Congress Name: _____ State/District: R or D: _____

Face-to-face meeting with the member of Congress or a staff level meeting?

Staffer name (even if face-to-face, a staffer will be present): _____

Liaison (or appointment setter) name, email and cell number: _____

What is this member's anticipated level of support for the Energy Innovation Act?

Would not vote for it

May or may not vote for it

Would vote for it

Likely to cosponsor

Is already a cosponsor

Meeting Roles

To be assigned by the meeting lead, some people will take multiple roles.

Meeting Leader: _____

Appreciator: _____

Time Monitor: (Keeps meeting on time. Monitors percent of time CCL and MOC talk with target of 50/50.

Tallies number of questions our team asked (for the meeting minutes): _____

Notetaker (please save Notetaker name for tracking down missing notes): _____

Discussion Facilitator (include everyone): _____

Asker: _____

Deliverer: _____

Follow-up (please include this name in minutes): _____

(Continued on page 2)

Meeting Plan - Page 2

Member of Congress Name:

State/District:

1. What is your appreciation(s) of the member of Congress or staffer? How else can the CCL lobby team build the relationship with this office?

2. What is your “Ask” and “Supporting Ask(s)”? What steps would you like your member to take to move forward?

3. What are your meeting topics, e.g., discussion points, data to share, past concerns to follow up on? (Note: Pick the 2-3 most important ones, and leave others for future meetings. Leave time to talk about whatever the aide/MOC wants to talk about.)

4. For each topic you want to discuss, what open-ended questions will you use to find out what the MOC/aide thinks in response to this topic? What do you want to find out from them that you will be listening for?

5. Additional questions you could/should ask during the meeting:

- What important voices do you listen to in the state or district?
- What other climate policy solutions are you looking at?
- What could we be doing more of in the district to make it easier for you to support the Energy Innovation Act?

6. Follow up: Who will deliver a thank you note? How, when, and who will follow up on other meeting items?