



Arizona Council of Human Service Providers  
**ADVOCACY TOOLKIT 2016**

**“We do not have a democracy of the majority. We have a democracy of the majority who participate.” – Thomas Jefferson**

# WHAT YOU CAN DO AS A 501 (C) (3) AGENCY OR EMPLOYEE DURING THE CAMPAIGN

**YES,** as a 501(c)(3) organization or employee of a 501(c)(3) organization you can (some would say SHOULD) be involved in political campaigns and elections. There are some restrictions, which are discussed below, on what organizations can do. However, private citizens are free to engage in campaign activities and contributions on their own time.

Everything you do during the campaign season is an opportunity to build and develop relationships with potential elected officials after the election. Your primary goal during the campaign is to establish yourself as a trusted resource to your candidates, by providing information and education (not lobbying) about issues of concern to you and those you serve.



## HOW CAN I MAKE A DIFFERENCE?

- ✓ Get to know your elected officials and candidates
- ✓ Don't know who they are?
  - Go here [www.azleg.gov](http://www.azleg.gov) to find your legislators
  - The Secretary of State's Website will have candidate information <http://www.azsos.gov/elections>
  - Identify legislators and candidates in your home and work districts
- ✓ Offer to help candidates on their campaign **AS A PRIVATE CITIZEN**
  - Walk neighborhoods
  - Put up yard signs
  - Make phone calls
  - Donate money to their campaign—even small amounts count
  - **START TODAY!**
- ✓ Build a relationship with the candidates and your elected officials
  - When not in session, write them cards, letters, and email telling them about district concerns
  - Send them interesting newspaper articles or recent research
  - Every story is local—keep it district or county specific
- ✓ Offer to help your elected officials understand the issues in their district
  - Provide them with information, data, research, stories about the families you serve
  - This is not lobbying, this is information sharing and education
- ✓ Invite them to tour your facilities
  - During the campaign you have to invite all candidates
  - After the election, invite elected officials from all of the districts in which you have facilities or staff/clients who live in their district
  - Council staff can help with this

*"The most effective lobbyist I will ever face is a registered voter from my district who comes to me with a well-documented explanation of how the legislation will affect him."*

*Charles Hebner, Delaware House of Delegates*

## FINDING AND CONTACTING YOUR ELECTED OFFICIALS

Do you know who your legislators are? Do you know what district you live in? Do you want to help someone figure this out? It is very easy to find the answers to those questions. Go to <http://www.azleg.gov/alisStaticPages/HowToContactMember.asp> and follow the instructions there. After finding your legislators, click on their name for a link to their contact information.

## VOTER REGISTRATION

Not registered to vote yet? If you or someone you know needs to **REGISTER** to vote, there are a few simple steps to get registered. Go to the Arizona Secretary of State's website <http://www.azsos.gov/elections/voting-election> or <https://servicearizona.com/webapp/evoter/selectLanguage>. In a few quick clicks you will be registered to vote.

You may register a political party (Republican, Democrat, etc.) or Independent/No party specified. As a registered Independent you can vote in the primary election by choosing the ballot of one party. Remember, the primary election will be on August 30, 2016 and you must be registered by August 1, 2016 to vote in the primary.

## IMPORTANT DATES TO REMEMBER

Last Day to Register to Vote in the Primary Election

- August 1, 2016

Last Day to Register to Vote in the General Election

- October 10, 2016

**PRIMARY ELECTION**—where most district races are WON!!!

- August 30, 2016

**GENERAL ELECTION**

- November 8, 2016



# WHAT YOU CAN AND CANNOT DO AS A 501(C)(3) ORGANIZATION

## Election-Related Activities for 501(c)(3) Organizations

*Although 501(c)(3) public charity organizations are prohibited from engaging in any partisan political activities, there is a wide range of ways in which nonprofit organizations may participate in the elections process. Organizations may help citizens register to vote, inform candidates for office about the important work of the sector, ask candidates to fill out questionnaires about issues, and convene a candidate forum, just to name a few. However, 501(c)(3)s must also be aware of their obligations under federal and state election law.*

### Things you CAN do as a 501(c)(3) public charity:

- ✓ Continue your normal lobbying on issues;
- ✓ Work on behalf of a nonpartisan ballot measure;
- ✓ Conduct nonpartisan get-out-the-vote drives and voter registration efforts;
- ✓ Conduct nonpartisan public education and information sessions about participation in the political process;
- ✓ Make presentations on your organization's issue to platform committees, campaign staff, candidates, media, and the general public;
- ✓ Conduct or participate in a nonpartisan candidate forum;
- ✓ Rent mailing lists and facilities to candidates at fair market value, if made available to all candidates;
- ✓ Take advantage of the increased attention that policy issues enjoy during an election period to focus public attention on your organization's issues and agenda as long as these efforts are focused on promoting the your organization's viewpoint on the issues, not on promoting the candidates who agree with its view;
- ✓ Prepare and circulate candidate questionnaires and create voter guides if they cover a broad range of issues, the questions are unbiased, and the results are distributed only to your organization's membership. **Note that strict rules apply here;**
- ✓ Publish legislative scorecards for your membership that are part of your continuing lobbying if the scorecards list the votes of *all* legislators (not just candidates) on issues of interest to your organization. Note that strict rules apply here;
- ✓ Encourage your staff, as individuals, to participate in political campaigns on their own time and not as a representative of the organization.

### Things you CANNOT do as a 501(c)(3) organization:

- ✓ Endorse or oppose a candidate;
- ✓ Coordinate activities with a candidate;
- ✓ Contribute money, time, or facilities to a candidate;
- ✓ Set up, fund, or manage a 527 / Political Action Committee(PAC);
- ✓ Evaluate candidate positions (except in certain circumstances where the evaluation pertains to a candidate's position on pending legislation that is the subject of lobbying the organization);
- ✓ Restrict the rental of your mailing lists or facilities to specific candidates or political parties.

***This document provides general guidance only and should not be relied upon as legal advice.***  
*(Original Material from Independent Sector: A vital voice for us all)*

# NON-PROFIT STAFF AND ELECTIONS: BEING PARTISAN . . . STAYING NON-PARTISAN

Staff members working for 501(c)(3)s are frequently involved in political campaigns or asked to support candidates. Since nonprofit staff are actively involved in community affairs, they may want to support a candidate who has helped their organization or neighborhood.

What you or another staff member does during their *personal time is a private choice*. However, a staff member cannot be seen as representing the organization on a campaign nor may they use organizational resources to support a candidate.

## Q: When is it considered personal time?

**A:** Nonprofit staff can support the candidate of their choice outside of normal work hours. If staff members want to engage in partisan activities during normal work hours, they should take vacation or personal leave. Staff should not use agency phones, computers, or email for campaign assistance.

## Q: Can the organization be mentioned?

**A:** Your organization cannot support a candidate. As a rule, it's safer if the organization's name is not mentioned if a staff member's name appears on candidate literature in the course of that staff member's personal political work. However, it is permissible to list the organization along with the staff member's name if it is clearly stated that the organization name may be listed if noted "*for identification purposes only,*" and this can be helpful in clarifying that organizational leaders are involved in their individual, not official roles.

Overall, as a nonprofit staff member you'll find that there is a great deal you can do for candidates when not representing the organization.

## Q: What about board members and volunteers?

**A:** Board members and volunteers should follow the same rules for staff described above when they are working for your organization. What they do outside of your organization, on their own time, is their choice.

## Q: What if a candidate lists my name or organization without permission?

**A:** Over-eager candidates may list your nonprofit on a campaign brochure. If they did this without your permission you are not at fault. Just ask them to remove your organization's name from the list. Save a copy of your e-mail or written request to the candidate in your files.

# 501(C)(3) PERMISSIBLE ACTIVITIES CHECKLIST

**A 501(c)(3) organization cannot conduct partisan activities which support or oppose any candidate for public office, including:**

- ✓ Endorse a candidate
- ✓ Make a campaign contribution to or an expenditure for a candidate
- ✓ Rate candidates on who is most favorable to their issue
- ✓ Let candidates use any of its facilities or resources, unless those resources are made equally available to all candidates at their fair market value

**“Charities are allowed to conduct nonpartisan activities that educate the public and help them participate in the electoral process (such as) voter education, voter registration and get-out-the-vote drives and candidate forums.”  
—IRS office of Exempt Organizations Resources**

**A 501(c)(3) organization can conduct activities on a nonpartisan basis, including:**

There is a wide range of nonpartisan activities a nonprofit may engage in to encourage voter participation and promote voter education. Among the most common are to:

- ✓ Educate Voters on the Process of Voting
- ✓ Encourage and Remind People to Vote
- ✓ Participate in Get-Out-the-Vote Activities
- ✓ Conduct or Promote Voter Registration\*
- ✓ Become a Poll Worker or Volunteer at the Polls
- ✓ Distribute Nonpartisan Sample Ballots, Candidate Questionnaires, or Voter Guides
- ✓ Sponsor a Candidate Forum
- ✓ Educate the Candidates on Your Issues
- ✓ Advocate for Your Issues During an Election
- ✓ Support or Oppose Ballot Measures as a Lobbying Activity

\*Subject to restrictions of funding sources. For example, the federal government sometimes prohibits use of federal funds for voter registration.

## To learn more go to:

*Nonprofits, Voting and Elections: A guide to nonpartisan voter engagement for 501(c)(3) nonprofit organizations.* [www.nonprofitvote.org](http://www.nonprofitvote.org)

Alliance for Justice, “Election resources for nonprofits”, [www.ajf.org](http://www.ajf.org)

(Original materials from Nonprofit VOTE, [www.nonprofitvote.org](http://www.nonprofitvote.org))

## 501(c)(3) Election Rules for Candidate Forums and Debates

Under Federal tax law, 501(c)(3) organizations may host candidate forums and debates if all candidates are treated in a fair and impartial manner. These appearances are a great way for constituents (your staff, board members, volunteers, and consumers) to hear how candidates running for office feel about issues they care about. For the candidate, forums and debates are an opportunity to address the concerns of a particular interest group in a fair and open setting. For the sponsoring organization, this is a chance to get more public attention for an issue, as well as raise the visibility of their organization. By holding informed, professional candidate forums, your organization will become more highly regarded by local opinion leaders, as well as members of the media. Candidate debates and forums should also be viewed as a great opportunity to work with other organizations and keep your members engaged. A candidate forum allows candidates for public office to express their views openly so audience members can understand their positions and make informed voting choices.

Possible formats include the following:

- ✓ Candidate speeches;
- ✓ Panel discussion;
- ✓ Audience Question-and-Answer sessions.

Under Federal tax law, 501(c)(3) organizations may conduct candidate forums that are open to the public provided certain guidelines are followed. The procedures for the forums must not show a bias or preference for or against any particular candidate and the overall effect must be fair and impartial treatment of all candidates, with nothing that promotes or advances one candidate over another.

The following guidelines need to be observed by 501(c)(3) organizations when sponsoring a candidate forum:

- ✓ The sponsoring organization must have a record of concern with public and legislative issues;
- ✓ All viable candidates for the specific office(s) must be invited to participate;
- ✓ The location for the forum must be dictated by non-political considerations. An organization must choose its sites with the objective of advancing its charitable purpose—educating voters about the issues and persuading them to vote—not with the objective of shaping the outcome of a particular election;
- ✓ The forum must address a broad range of issues, including those of particular importance to the organization's members. The forum need not cover all possible issues. It can focus on a general topic (e.g., economic policy, education, or the environment), but not on a single issue within that topic (e.g., estate tax, school vouchers, or acid rain);

- ✓ Questions must be prepared and presented in a nonpartisan way, such as by a panel of knowledgeable persons who are independent of the sponsoring organization;
- ✓ Each candidate must have an equal opportunity to present his or her views, and questioning procedures must not favor or hinder any candidate;
- ✓ The forum must be run by a nonpartisan moderator who does not act as a spokesperson for the organization's views on the subjects discussed, but has the sole function of ensuring that the ground rules are observed;
- ✓ At the beginning and end of each forum, the moderator or a neutral spokesperson must state that the views expressed are those of the candidates, not of the sponsoring organization, and that the sponsorship of the forum is not an endorsement of any candidate;
- ✓ The organization may report what happens at the forum, but must do so without editorial comment or endorsement and must circulate the report only to the organization's membership.



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# The Story of the Library

Why do we need to be involved in messy campaigns and politics? Because if we aren't actively involved, someone else will be. And we may not like the outcome.

<http://www.upworthy.com/burn-the-libraries-down-kidz-can-learned-stuff-on-there-oan>



# ADVOCACY COMMITMENT FORM

I \_\_\_\_\_ agree to do one or more of the following things as **MY COMMITMENT** to social justice and community change efforts between today and December 31<sup>st</sup>, 2016.

- \_\_\_\_\_ **Identify** my home and work legislative districts
- \_\_\_\_\_ **Register** to vote
- \_\_\_\_\_ **Make** voter registration information available to those I serve
- \_\_\_\_\_ **Urge** my co-workers, family, and friends to register to vote
- \_\_\_\_\_ **MAKE** a donation to the Arizona Council PAC
- \_\_\_\_\_ **Keep in touch** with the Council about my advocacy efforts
- \_\_\_\_\_ Identify a candidate in my district to **get to know**
- \_\_\_\_\_ Identify a candidate in my district to **support financially**
- \_\_\_\_\_ Identify a candidate in my district to **support with time**
- \_\_\_\_\_ Hold a **candidate event** in my home
- \_\_\_\_\_ Hold a **candidate forum** at my agency
- \_\_\_\_\_ Make **phone calls or door knock** for my candidate
- \_\_\_\_\_ Put up a **yard sign** in my yard
- \_\_\_\_\_ **Write** a letter to the editor or op-ed piece about my candidate
- \_\_\_\_\_ Provide **educational materials** to the candidates in my district
- \_\_\_\_\_ Join at least 2 **email alert lists or "like" your candidate on Facebook**
- \_\_\_\_\_ **VOTE** in the primary election on August 30<sup>th</sup> (or by early ballot)
- \_\_\_\_\_ **VOTE** in the general election on November 8<sup>th</sup> (or by early ballot)
- \_\_\_\_\_ **Urge** my co-workers, family, and friends to VOTE
- \_\_\_\_\_ Other \_\_\_\_\_
- \_\_\_\_\_ Other \_\_\_\_\_

# WHAT YOU CAN DO, AS A 501(C)(3) AGENCY OR EMPLOYEE, AFTER AN ELECTION



## NOW WHAT?

Voting is an important first step. Now is the time to make the work during the campaign work for you!

Everything that you do during the campaign season is an opportunity to build and develop relationships with potential elected officials after the election. Your primary goal during the campaign is to establish yourself as a trusted resource to your elected officials, by providing information and education (not lobbying) about your issues.

### **Remember your Civics Class?**

Most of us don't. But we may remember <http://www.youtube.com/watch?v=FFroMQIKiag>

Now that the campaign is over, it is time to improve and build upon your relationship with elected officials. How do you do that? **Very easy—A, B, C, D!**

### **A. After the August primary and November general election:**

- ✓ call and email the candidates you supported
  - If they won the election, congratulate them on their success
  - If they lost the election, thank them for their willingness to serve your community
- ✓ call and email the newly elected officials in your home and work districts
  - Introduce (or re-introduce) yourself
    - My name is \_\_\_\_\_, I live/work in your district. I am concerned about child welfare issues in my community.
    - My name is \_\_\_\_\_, I live/work in your district. I am concerned about behavioral health care issues in my community.
  - Offer your assistance as a community expert on behavioral health and child welfare issues
    - As someone who works with children and families involved with the Department of Child Safety, I would like to share some of my experience with you. Did you know that...?
    - As someone who works with individuals with SMI diagnoses, I would like to share some of my experience with you. Did you know that...?

### **B. Build a relationship with your elected officials**

- ✓ Invite your newly elected officials to tour your facility, meet your staff, volunteers, board members, and clients (if appropriate) and learn more about needs in your community and their district.

### **C. Cultivate the relationship with your elected officials**

- ✓ Set a calendar reminder to call or email your elected officials once a month
  - Thank them for their service
  - Remind them of your concerns
  - Present them with information, news articles, research, invitations to community or organization events, etc. that might be relevant to your district or those you serve
  - Ask them what potential legislation they might be introducing or supporting
- ✓ When not in session, write them cards, letters, and email telling them about district concerns, events, activities
- ✓ Send them interesting newspaper articles or recent research
- ✓ Every story is local—keep it district or county specific

### **D. During legislative session, keep up the conversation with your elected officials**

- ✓ Many advocacy organizations (like the Arizona Council of Human Service Providers) have e-mail alert lists that anyone can join—respond to the updates, alerts, and action items by quickly contacting your representatives
- ✓ Thank them early and often for their support

# ORGANIZING AND EDUCATING BEFORE AND DURING THE LEGISLATIVE SESSION

## (Doing your part to get a bill passed)

### Educating Legislators:

- ✓ Remember, your legislators work for you. They may not always agree with you, but they are elected to listen and consider your point of view.
- ✓ You have two sets of legislators—those who represent the district in which you LIVE, and those who represent the district in which you WORK! Use them both.
- ✓ A third set is those who are in the county you work or live in, but not necessarily in the district. Very often, the county delegation work as a team, so reach out to others in the county. In rural Arizona, your legislators may serve multiple counties.
- ✓ Check to see who sits on the committees that will hear bills of interest to you, whether they are from your district or not. These are key people early in the session, while legislation is still in committee. For Council members, this is most likely the House Health, Reform and Human Services, and Appropriations committees. For the Senate, it might be the Senate Health and Human Services and Appropriations committees.
- ✓ Choose a few key bills or issues. Don't bombard them with TOO MUCH information.
- ✓ Know the bills or issues well, and be ready to speak to the problem in your community. The Council will have talking points or fact sheets for you.
- ✓ Call them and leave a short, concise message saying who you are, and why you want to talk about the bill or issue.
- ✓ Write them a short, simple letter or email about with the same message.
- ✓ Keep trying to talk to them, but also write them a simple letter with bulleted information about the bill.
- ✓ Try to go to the hearing. If you can't, send testimony, or better yet, send someone else.
- ✓ As the session progresses, keep up with the bill, and touch base with both committee members you know, and your elected officials. Better yet, be sure work together the Council on your issue, read the weekly updates, and take action when there is an action alert.

# EFFECTIVE COMMUNICATION WITH ELECTED OFFICIALS

✓ **Identify key stakeholders to engage and work with in coalition**

Effective collaborations involve a broad range of partners, and it is more powerful when you work together, using a common message. Because legislators represent their constituents (and need to get re-elected), engaging with a diverse group of stakeholders, including allied health, disability, social welfare and criminal justice organizations, that speak with one voice will strengthen the organized constituency advocating on substance use and mental health issues.

✓ **Identify effective legislators as partners**

It is important to find champions who are in the legislature. Do your homework as you're looking to identify your champion. Learn about their background, expertise, and interests so that you can tailor your messages effectively. For example, in many States there are legislators who work in the field – as treatment providers or counselors or health care professionals. In some States, champions are legislators who are in recovery or who have family members in recovery or struggling with addiction and/or mental illness. Legislators whose districts have been hard hit by drug overdoses, suicides, or other problems are also potential champions.

✓ **Get to the point and prioritize your ideas when you meet**

Keep in mind that legislators have a lot on their plates and that they likely will have limited time to devote to your interests. That's why it's important to identify a few, specific goals before you meet with her or him. One tip is to prepare a concise goal statement and talking points to help provide focus and direction to your meeting. Remember, you're building a relationship and you don't want to overwhelm them. A rule of thumb is to pick no more than three ideas and present them well with some specific "asks" and develop a concrete plan for action going forward with your legislator.

✓ **Create user-friendly materials**

The principles of short, concise and readable apply to all written materials. Legislators are unlikely to read a 100-page report, so a 1 or 2 page executive summary is essential. List bullet points of important findings. Use the "USA Today" format (color, graphics, visually appealing, etc.) to make your information as easy to read as possible.

✓ **Think about where you're going to be speaking and prepare**

Whether you're invited to speak at a meeting, give testimony at a hearing, or attend a meeting, be sure to prepare for the format. Ask about how long you can speak, who the other speakers will be, if there's going to be AV equipment (i.e., PPT

projector and screen), the number of handouts you need to bring, and whether it is open to public.

✓ **Highlight cost-effective approaches**

When it comes to talking about substance use and mental health disorders, there is significant data on the problems and ample effectiveness data, but little or no cost-effectiveness data. Cost-effectiveness is important, especially in these tight budgetary times. Because legislators must balance a broad range of interests and priorities to create a State's budget, it is very important to show cost-effectiveness, cost offsets, and cost savings when possible.

✓ **Make your data personal by using real life stories**

Legislators, like everyone, respond to real-life examples. They bring data to life and personalize why it's important to act. Make sure to use personalized stories that help to illustrate the real-world implications of abstract policies and connect issues directly to the constituents whom legislators represent.

✓ **Follow-through is very important**

Whether you're giving a talk, attending a meeting, or run into an elected official in your community and they listen to what you have to say, follow up with a thank you and build a relationship for the future. You can send follow-up information, invite them to an event and keep in touch with legislative staff about next steps and to keep the ball rolling.



# TO MAKE YOUR LETTER/EMAIL COMMUNICATION EFFECTIVE

## **Keep it short and simple.**

Be concise and limit your letter or email to two or three paragraphs.

## **Use the appropriate address and salutation.**

Use the correct title, address, and salutation, and remember to use spell check after completing your letter.

## **Identify yourself.**

Let your legislator know that you are a constituent by starting your message by saying “I live/work in your district”, if you do. If you are writing to someone outside your district identify your home and work districts and let them know you have staff, volunteers, board members, and/or clients who DO live in their district.

## **NEVER use FORM letters or emails.**

Legislators want to hear from you—in your words—why an issue is important to you and should be to them. Since you have built a relationship with them during the campaign and through the fall, you should know what issues they support, oppose, and are undecided about. Make your argument relevant to their stance.

## **Be polite.**

Like most of us, legislators will respond better to positive communication. Start by recognizing their support on other legislation. Never engage in negative correspondence, call elected officials names (baby killer and wacko have been reported by legislators), or become confrontational. Remember, this is your friend that you have cultivated over time. Treat them with dignity and respect. You can disagree without being disagreeable. And over time will know how to target your message to your elected official.

## **Explain your position/community need/identified problem areas.**

Talk about how this issue has affected you or the people you serve. Make it very local whenever possible. “I work with XX children who have been abused who come from your district.” Council staff can help you with fact sheets and talking points, but you have to make it your own sentiment.

## **Ask for a response.**

Be clear about what you would like your legislator to do—for example, vote for a piece of legislation, co-sponsor legislation, vote in support or opposition in committee, or support or oppose an amendment—and request a reply to your letter. Since you are taking this action AS A PRIVATE CITIZEN, on your own time and using your own resources, this is not considered lobbying.

## **Establish yourself as a resource.**

You are an expert in your field and can offer to provide additional information regarding the field, the issue, and the effect of proposed legislation. Be actively involved!

# TEN COMMANDMENTS OF SPEAKING WITH LEGISLATORS

## **1. Thou shall establish a relationship with the legislative assistant.**

The legislative assistant has an important job. That person is the gate keeper and controls access to the legislator. Legislators depend on them for information. Don't ignore this person; don't act as though they are unimportant. Be respectful, or you have no chance of getting your message to the legislator.

## **2. Thou shall know thy message and stay on it.**

Develop a couple of main messages. More than that will not keep the attention of the legislator. Simplify to the core issues and stay on those topics.

## **3. Thou shall know thy audience and tailor thy message to it.**

Do your homework in advance. Some legislators are child advocates, some are business people. Tailor messages to the concepts they are familiar with. Package your message according to the person you are speaking with. For example, the child advocate may want to hear how the bill would help children... the business person may be convinced by the same bill increasing revenues by additional jobs in the community. Know your audience and don't make the mistake of trying to convince someone who just voted for the issue! Your message to that person should be "thank you"!

## **4. Thou shall keep it simple and keep it short.**

Keep acronyms to a minimum. Communicate in terms understandable to your audience. Try to have just one topic per meeting, if you are writing a letter, make it one page, maximum. Lengthy white papers look nice, but they are not useful. The closer to the legislative session, the shorter time you will have with a legislator. You may have literally just a minute or two at some times, so fine tune your message.

## **5. Thou shall not lie.**

Your credibility is very important. If you tell a lie and the legislator unknowingly takes that information forward, you will likely never have credibility with that person again... no matter what you do to try to fix the situation.

## **6. Thou shall tell the whole story.**

They will hear both sides anyway, use this as your chance to give your perspective as to why one side of the issue is better than the other. Tell all facets of the story so the legislator will be prepared and informed.

## **7. Thou shall not threaten, ever.**

Be respectful. There will be times when a legislator will vote against your view, perhaps of necessity. Don't burn bridges; you will want to come back another day to speak with that legislator.

**8. Thou shall become thy legislator’s “expert.”**

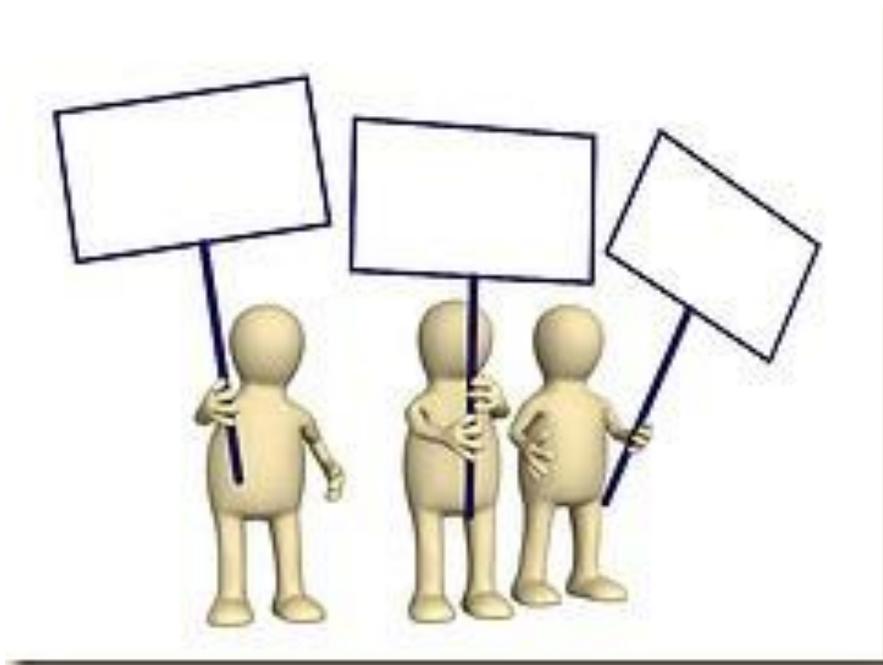
Every legislator has areas they don’t know completely about. They depend on people they trust. You will want to be that person. Establish credibility, trust, and a relationship. Begin by bringing local legislators out to see your agency. Let them see what we see... a much needed service for kids and families who depend on us. Get together with other like-minded people or agencies. Numbers do count, consider forming a coalition of TFC agencies or use even a broader base and form a coalition of child welfare advocates from all forms of child serving agencies.

**9. Thou shall contribute time and/or money to thy legislator.**

If you find someone important to your agency and can support them, it brings another level to the relationship. If your candidate loses an election, begin again by taking the opportunity to introduce yourself, and your agency, to the new person.

**10. Thou shall not wait until the last minute.**

Contacting a legislator as he is running for a vote is not the time. While they are active in a legislative session you need to understand that a 5 minute meeting equals one hour in a less active time. Legislators work long hours during active times and simply can’t focus on you as well during that time. Use time wisely...begin early.



# ADVOCACY COMMITMENT FORM

I \_\_\_\_\_ agree to do one or more of the following things as **MY COMMITMENT** to social justice and community change efforts beginning November 8<sup>th</sup>, 2016 and ending at Sine Die in the spring of 2017.

\_\_\_\_\_ **Identify** my home and work legislative districts

\_\_\_\_\_ **Register** to vote

\_\_\_\_\_ **Make** voter registration information available to those I serve

\_\_\_\_\_ **Make** a personal donation to the Arizona Council PAC

\_\_\_\_\_ **Congratulate** my newly elected officials

\_\_\_\_\_ **Introduce** myself to my newly elected officials

\_\_\_\_\_ **Invite** my representatives to tour your facility

\_\_\_\_\_ **Maintain** regular contact with my representatives, in and out of session

\_\_\_\_\_ **Join** the Council Advocacy group email list

\_\_\_\_\_ **Attend** the Council "Day at the Capitol"

\_\_\_\_\_ **Read** weekly updates from the Council during the legislative session

\_\_\_\_\_ **Respond** to Action Alerts from the Council

\_\_\_\_\_ **Encourage** others to be involved as citizens

\_\_\_\_\_ **Keep in touch** with the Council about my advocacy efforts

\_\_\_\_\_ **Write** a letter to the editor or op-ed piece about my issue

\_\_\_\_\_ **Provide** educational materials to elected officials in my HOME & WORK districts

\_\_\_\_\_ **Join** at least 2 email alert lists or "like" your representatives on Facebook

\_\_\_\_\_ Other \_\_\_\_\_

“Democracy cannot succeed unless those who express their choice are prepared to choose wisely. The real safeguard of democracy, therefore, is education.” *Franklin D Roosevelt*

“If liberty and equality, as is thought by some, are chiefly to be found in democracy, they will best attained when all persons alike share in government to the utmost.” *Aristotle*

“It isn’t enough to talk about peace. One must believe in it. And it isn’t enough to believe in it. One must work at it.” *Eleanor Roosevelt*

“Let us never forget that government is ourselves and not an alien power over us. The ultimate rulers of our democracy are not a president and senators and congressmen and government officials, but the voters of this country.” *Franklin D. Roosevelt*

“Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it’s the only thing that ever has.” *Margaret Mead*

“The darkest places in hell are reserved for those who maintain their neutrality in times of moral crisis.” *Dante Alighieri*

“The ignorance of one voter in a democracy impairs the security of all.” *John F Kennedy*



For more information—

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