

## GAC Congressional Meeting Outline

As you attend meetings on Capitol Hill, keep in mind every meeting will be different. Members of Congress represent a wide array of constituents and priorities. To get the most from your meeting we recommend:



### Check with your league.

Your state league will schedule your visit and most leagues hold a briefing prior to the visits.



### Be on time.

Members and staff often have tight schedules that can change last minute.

**Staff-level meetings are valuable, as staff are responsible for explaining issues and vote recommendations to their bosses.**



### Plan ahead.

You will rarely get through each and every issue. Given the size of many GAC delegations, it will be impossible for everyone to speak. Please delegate who will speak on behalf of each issue in order to maximize the time you have.



### Be concise.

It is very common for a Member to enter the meeting late and leave early, especially when there are votes that day. Use your time efficiently.

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## STEP 1 Introduction



- // Thank the Member and/or staff for agreeing to meet with you.
- // Introduce yourself, your credit union and provide business cards to the Member and staff. Provide details about your credit union: asset size, location, members served. Be sure to mention how many credit union members you have in their district, using [Project Zip Code](#) numbers.

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## STEP 2 Explain the purpose of your visit and the items you want to discuss



- // Let them know that there are nearly 5,000 credit union advocates attending the CUNA Governmental Affairs Conference.
- // Tell them about the Campaign for Common-Sense Regulations and what that means for your credit union and their constituents.

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## STEP 3 Conclude and follow-up



- // Make sure the Member and staff understand the main points, thank them for the meeting and always offer to provide any supplemental materials they may require. When appropriate, get a photo to share on social media.
- // Follow-up with staff after the meeting to thank them again for the meeting and check the progress on the issues discussed.