

HOW TO: WRITE YOUR ELECTED OFFICIAL

Letters or emails are an extremely effective way of communicating with your elected officials. Many legislators believe that a letter represents, not only the position of the writer, but also, many other constituents who did not take the time to write.



Let them know who you are!

Write a brief introduction of yourself. Some ideas to get you started:

- Let them know that they represent you.
- Tell them how long you've lived in Minnesota.
- Are there certain pieces of legislation that you're particularly happy that they supported in the past? Let them know!



Tell them what you want...but keep it brief!

Letters should never be longer than one page and should be limited to one issue. Legislative aides read many letters on many issues in a day, so your letter should be as concise as possible.



Add key details

Tell your legislators that you are a constituent and identify the issue about which you are writing. If your letter pertains to a specific piece of legislation, it helps to identify it by its bill number (e.g. H.F. ____ or S.F. ____).



Persuade them...

Tell your elected official why this legislation matters in their community or state. If you have one, include a personal story that shows how this issue affects you and your family. A constituent's personal story can be very persuasive as your legislator shapes their position.

Remember: You're the expert!

Remember that your legislator's job is to represent you. You should be courteous and to the point, but don't be afraid to take a firm position. Remember that your elected official may know no more about a given issue than you do.

Thank them!

Express gratitude that they are taking time out of their day to read your letter.

**SIGN UP FOR
OUTFRONT
POLICY &
ORGANIZING
UPDATES**



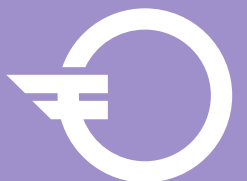
**REGISTER OR
PRE-REGISTER
TO VOTE!**



If you're 16 or over you can pre-register to vote! This means that once you turn 18 you will be automatically registered to vote!



SCAN HERE TO FIND YOUR REPRESENTATIVES!





RESEARCH

- Research the policies affecting your community through personal anecdotes, local news, empirical data, etc.
- Research the legislation being proposed at federal, state, and local levels (usually listed on government websites)
- Research your local elected officials and their positions (campaign websites) and voting dates and ballot measures (Board of Elections websites)



OUTREACH

- Contact your local elected officials: call, email, mail, visit their offices – remember, they serve you!
- Reach out to local community organizations doing advocacy work in your areas of interest for opportunities to participate



ORGANIZE

- Volunteer with local community organizations
- Recruit other to join you: family, friends, colleagues, neighbors, etc.
- Organize door-knocking campaigns to spread information about local issues in your community
- Let your voice be heard! Attend rallies and your representatives' town hall meetings



COMMUNITY

- Setup or participate in a community meetings on your area(s) of interest
- Lead or participate in advocacy trainings and community organizing
- Reach out to those with different intersecting identities from you to gain wider perspective and ideas for actionable steps

