



“Making Contact”

How to Approach a Legislator at the State Capitol

1. Find the Second Floor (it is the third if come in cafeteria level) of the State Capitol.
2. In the Rotunda area the main doors to the House of Representatives and the Senate will be found.
3. Locate near the steps to the House and Senate doors a small table with pads of paper.
4. Take a small pad and write the last name of the Senator or Representative on it. Consult the listing of seat assignment numbers and write in the seat number.
Write your name and organization or hometown. Check the box that you are waiting to see the legislator. Write the nursing issue you are going to discuss with the legislator.
5. Hand the request to see a legislator to the doorperson. Wait at the base of the steps.
6. The legislator’s picture may be on display, if you do not know what the person looks like. The legislator will come out and call the name of the person indicated on the slip of paper. Your conversation can begin. (If the legislator is not available, a page will call your name and indicate to try later.)

The Exchange of Information

7. Indicate that you are an advocate with the Brain Injury Alliance of Iowa, and that you would like to discuss an issue of importance to you as a survivor, family member or professional.
 1. Refer to an issue or a bill number in your conversation.
 2. State whether you support or oppose the issue or bill (or amendment).
 3. Share the Brain Injury Alliance of Iowa position on increased funding for the Brain Injury Services Program and/or Medicaid funding for timely access to services.
 4. Give examples of your personal experience related to the issue
 5. Ask for the legislator’s support or opposition to the proposal being discussed.
 6. Thank the legislator for taking the time to speak with you.
8. Anticipate that the conversation will last only about five minutes unless the legislator has questions.